

COLORADO'S PREMIER CHOICE FOR

WEDDINGS



EVENT SPACES

*Heritage Eagle Bend Golf Club offers a beautiful, 37,000 square foot Clubhouse.
The Clubhouse features an outdoor ceremony site and multiple rooms to host your reception.
We are here to serve you and your guests and want to leave you with the highest satisfaction possible.*

ANTERO BALLROOM (3,866 SQ. FT.)

*Includes a large wall-to-wall built-in dance floor, stage, state of the art laser projector and screen.
The ballroom accommodates up to 200 guests.
\$1500 room rental includes setup, tear-down, chairs, china, flatware, stemware and linens.*

HUMBOLDT ROOM (956 SQ. FT.)

*Accommodates 50 guests with tables and 60 guests audience style. The room also has an outdoor patio.
\$400 room rental includes setup, tear-down, chairs, china, flatware, stemware and linens.*

WINDOM ROOM (622 SQ. FT.)

*Accommodates 40 guests with tables and 50 guests audience style.
The room also has an outdoor balcony overlooking the Rocky Mountains, swimming pool & 18th green.
\$400 room rental includes setup, tear-down, chairs, china, flatware, stemware and linens*

PIKES PEAK & WINDOM ROOM COMBINED (1344 SQ. FT.)

*Accommodates 70 guests with tables and 100 guests audience style.
The rooms have a large outdoor balcony overlooking the Rocky Mountains, swimming pool & 18th green.
\$800 room rental includes setup, tear-down, chairs, china, flatware, stemware and linens.*

OUTDOOR CEREMONY SITE

*White wedding chairs, wedding arch, water station.
\$750 rental up to 200 guests.*

EAGLE'S NEST RESTAURANT & PATIO

\$10,000 rental up to 200 guests.

CLUBHOUSE

\$15,000 for rental of entire Clubhouse.

*All food & beverage is subject to Colorado sales tax at a rate of 8.15%
and a service charge of 23%*



FREQUENTLY ASKED

PROPERTY

Will someone from HEBGC be on-site to manage the event?

Yes, our event coordinator or one of our Food & Beverage managers will be on site for the duration of your event.

Is there a backup plan for the ceremony in case of inclement weather?

If there is inclement weather, the ceremony will be moved to the reception room.

Can we have a sparkler send-off?

Due to fire safety restrictions, all fireworks and pyrotechnics are prohibited at HEBGC.

Can we play golf on the course / Is golf included?

A round of golf is complimentary for the bride and groom.

There is a discounted golf rate for the wedding party (up to 4 foursomes).

WEDDING REHEARSAL

Is a wedding ceremony rehearsal time included in our use of HEBGC?

Yes, your event coordinator will be happy to facilitate your ceremony rehearsal. The ceremony rehearsal will be scheduled to take place one or two days prior to your wedding date based on the availability of the club.

Is a rehearsal dinner included in our use of HEBGC?

A rehearsal dinner or lunch is not included with your ceremony rehearsal. Please talk with your event coordinator if you would like to explore dining options.

DJ'S / BANDS

Please make sure to discuss the following requirements with your DJ or Band prior to the event.

Your DJ / Band is responsible for all audio equipment and microphones for the event, including outside at the ceremony site. HEBGC does not provide any audio equipment or microphones for the ceremony.

We recommend a minimum of two sets of audio equipment: A smaller setup (including microphones) for the outside ceremony and a second, full setup for the reception. We allow one hour of time after the event end time (usually 11pm) for breakdown.



FREQUENTLY ASKED

DÉCOR

When can we come in to decorate?

Your event coordinator will setup a time for you to come in to decorate. We do not handle floral design, specialty lighting or draping. Those services must be carried out by a licensed professional. Centerpieces and decor are the responsibility of the client.

Are linens and place settings included?

*Standard linens and place settings are included in the menu price.
We do have a selection of colors for you to choose from.*

Tablecloth Colors

White, Ivory, Black, Navy Blue, Sandalwood (light tan), Chocolate.

Napkin Colors

White, Ivory, Black, Navy Blue, Sandalwood (light tan), Chocolate, Charcoal, Red, Hunter Green, Seafoam, Royal Blue, Purple (Rockies Purple), Pink, Peach, Burgundy, Burnt Orange, Gold (Mustard).

Can I use candles in my centerpieces?

We allow floating candles and votives candleholders.

What size are the round tables and how many guests can be seated at a table?

*HEBGC provides 5 foot (60 inch) round tables and each table seats up to ten guests.
With a guest count over 120, we recommend ten guests per table.*

Can we hang lights / flags / décor from the ceiling?

No lights or décor can be hung from the ceiling.



FREQUENTLY ASKED

FOOD & BEVERAGE

Do you require a food and beverage minimum?

Yes. We have multiple rooms in the clubhouse to meet your guest count and each room has a different food and beverage minimums.

Can we bring in our own food?

We do not allow outside food or beverage at HEBGC. We have a very creative Executive Chef who can provide exceptional menu choices for your wedding. A menu can be customized for you, or you can choose from the menus available.

Do you offer vegetarian, vegan, or gluten free options?

We are happy to accommodate any vegetarian, vegan, and gluten free options. You will work with your event coordinator on special dietary restrictions or allergies.

When will have our menu tasting?

You will work with your event coordinator to schedule your menu tasting.

Is there a cake cutting fee?

*HEBGC does not charge a cake cutting fee.
Our staff will cut and serve cake to your guests at no additional cost.*

When do you need our final guest count?

We request guest counts 14 days in advance with final guest counts and updates 7 days in advance. After this date, the final invoice will not be adjusted if your guest count drops in number, although you may be able to add up to six guests.

Can we bring in our own alcohol?

HEBGC holds its own liquor license and just like a restaurant or bar, we do not allow outside alcohol onto the premises. Any outside alcohol will be held by management until the end of the event. All alcohol served at HEBGC must be consumed on the property and cannot be taken to the golf course or parking lot.



FREQUENTLY ASKED

FOOD & BEVERAGE

Can we get specialty wine and beer?

We are happy to customize your bar package to your liking. Please discuss any special requests with your event coordinator and we will be happy to explore your options.

We want to purchase a bar package, but not all of our guests drink. How will that be handled?

Our bar packages are the best value for your event. They include all non-alcoholic beverages as well. Hosting a bar package also allows us to pass wine during cocktail hour and provide tableside wine service during dinner. We realize that not all guests will consume the same amount of alcohol, but there is not a way for us to predetermine who will drink which amounts. Should you have a situation where a large number of your guests will not drink, you can talk to your event coordinator about consumption options for the bar.

Are children included in the per person bar charge?

Bar packages are charged to all guests 21 and over. Children are exempt from the bar package charges. Our staff does check IDs at weddings and guests without an ID will not be served alcohol.

We will not be paying for alcohol. How does a cash bar work?

Guests will be able to purchase beer, wine or cocktails from our full service bar. Cash or credit are acceptable as payment.

Do you offer a champagne toast?

We offer a champagne toast (after dinner) or a champagne welcome pour (as your guests arrive) at the cost of \$5 per person (with the purchase of a bar package). The champagne toast is complimentary with the purchase of any 4 hour package. We offer champagne and non-alcoholic sparkling cider in glass flutes.

Are shots allowed at the bar?

Shots are not allowed.



WEDDING PLANNING/COORDINATION

Do I need to hire a wedding planner?

HEBGC includes day-of coordination services for all of our weddings.

Some clients may want or need additional help planning their event. May you need someone to arrange guest travel and book hotels, put together a complete design for your wedding or even hire your wedding vendors. If this sounds like you, you might explore hiring a wedding planner - doing so can be a wonderful investment. We have some excellent recommendations on our vendor list. These are all planners we have worked with in the past and who we work really well with. Having said that, feel free to bring in any wedding planner you would like and we will be happy to collaborate.

PRE-WEDDING

***Vendor Recommendations** - Client is responsible for negotiating, booking, & paying vendors
Menu Tasting with linen selection*

***4 Weeks Prior to Your Wedding** - Confirm rehearsal date & time, schedule final walkthrough*

***Final walkthrough meeting** - About 30 days prior to your event finalize all the details of your wedding day including food & beverage selections, room layout, timeline, vendors and décor placement*

***14 Days Prior** - Final guest count requested for food & beverage*

***7 Days Prior** - HEBGC issues your final invoice*

***1-2 Days Prior** - Rehearsal, final balance due*

WEDDING DAY SERVICES

***Setup / Break Down Entire Event** with the exception of centerpieces and decorations*

Act as Point of Contact for Vendors

Assist Wedding Ceremony

Assist Wedding Party, Family, & Guests as Needed

Cut & Serve Wedding Cake

Oversee Food & Beverage Service Team

Manage Flow of Event Day from Start to Finish



WEDDING DAY TIMELINE

DAY OF TIMELINE

What time can we come in the day of our wedding?

You will have a minimum of 6 hours prior to your ceremony & reception time to decorate.

What time should my wedding ceremony start?

When selecting a ceremony time, you will want to consider various factors including average temperatures, sunset time, time for photos, and your contracted time at the venue. For evening weddings, our average ceremony time is 4pm / 3:30pm in early spring or late fall.

Please review your timeline with your event coordinator and photographer before making a final decision. We want to make sure your wedding day flows as smoothly as possible.

What time do we have to exit?

If you are hosting an evening event, please schedule your final activity (i.e. last dance, send-off) no later than 30 minutes prior to your event end time. Our latest guest departure is 11pm.

You are allowed one hour after event to clean up.

SAMPLE TIMELINE

10am	Access to HEBGC begins - Ladies: Hair and makeup
12 / 1pm	Gents arrive - Lunch for the wedding party
3pm	Maybe a first look / first touch & wedding party photos
4:30 pm	Guests begin to arrive
5pm	Ceremony
5:30-6:30pm	Cocktail hour
6:30pm	Seat guests for dinner - Couple / wedding party announced
7pm	Dinner service
8pm	Toasts - Cake cutting - Traditional dances - Fun continues
10:30pm	Bar closes
10:45pm	Last dance / send off
11pm	Event ends / guests exit / vendor breakdown begins



PREFERRED VENDORS

PHOTOGRAPHERS

Elevate Photography	303-744-6700	info@elevatephotography.com
Hayley Lev Photography	720-471-4084	hello@hayleylevphotography.com
K&B Photos	720-805-8131	kandbphotosKC@gmail.com
Wanderlight Weddings	816-223-3924	wanderlightweddings.com
Photography by Jewels	303-282-0600	info@jewelsgray.com
Seth James Photography	720-771-2200	hiseth@sethiphoto.com
Spawology Productions	720-507-1841	spawology@gmail.com

VIDEOGRAPHERS

Candid Studios	970-481-1486	ryan@candidstudios.com
Denver Video Guy	303-746-6256	joel@denvervideoguy.com

FLORISTS

Mainstreet Flower Market	303-841-5866	info@mainstreetflower.com
Juniper & Honey Floral Design	858-754-7748	juniperandhoneydesigns.com
Abloom	303-470-1700	leah@abloomhr.net
Plum Sage Flowers	720-328-2190	plumsagelflowers.com

BAKERIES

Cakes U Crave	832-585-3160	cakesucraveco@gmail.com
Bird Bakery	720-379-7951	bird@bakery.com
Bred Rocks Bakery	435-640-5746	orders@bredrocksbakery.com
The Cake Company	720-502-6681	thecakecompanycastlerock.com
The Makery	720-270-4042	info@themaker.com
Yours Truly Cupcake	303-638-3528	yourstrulycupcake.com

DJ'S AND MUSIC

A Music Plus	303-426-9990	amusicplus.com
Amazeing Entertainment	720-308-8931	marty@amazingentertainment.com
DJ Connection Entertainment	303-532-4074	info@djconnection.com
Final Eyes Band	303-618-4001	tpoortman@yahoo.com
Denver Sound & Color	720-798-8484	zack@denversoundandcolor.com



PREFERRED VENDORS

DECORATIONS & MAKEUP

Poppin Parties Parker Balloons	720-454-3191	knedeboer5@gmail.com
Seated Elegance	303-550-9007	seatedelegance@gmail.com
Blush	303-478-5903	nikita@blush-now.com

EVENT PLANNERS

Platinum Elegance	720-205-5051	tori4platinum@yahoo.com
Celebrations Event Planning	512-567-7875	planningcelebrations.com
Blush & Bay	720-480-1976	laura@blushandbay.com
Candlelight Events	512-574-4442	candlelightevents@outlook.com
Hand 2 Heart Event Planning	303-241-5772	hard2heartevents.com

OFFICIANTS

Colorado Wedding Ministers	720-621-2495	colowedmin@hotmail.com
Reverend Kelly Robbins	303-460-0285	revkellyrobbins@gmail.com

PHOTO BOOTHS

Rocky Mountain Photo Booth	303-979-5293	rockymtnpb@comcast.net
Spinn Vids	720-306-1636	info@spinnvids.com

LOCAL HOTELS

Hilton Inverness	303-799-5800	lbean@invernessdenver.com
Resident Inn Park Meadows	720-895-0148	mwatt@csmlcorp.net
Courtyard by Marriot	720-895-0148	mwatt@csmlcorp.net
The Gaylord of the Rockies	720-452-6900	marriot.com
Fairfield Inn by Marriot	303-928-7500	kurt@safarihospitality.com
The Kimpton Claret Hotel	983-999-0310	sales@clarethotel.com



WE LOOK FORWARD TO WORKING WITH YOU ON
YOUR UPCOMING WEDDING

THANK YOU

