

Wedding Guide



MINNESOTA STATE 
FAIRGROUNDS



Photo courtesy of Dan Oksnevad Photography

Wedding Celebrations at the Minnesota State Fairgrounds

Historically significant and home to more than a century and a half of tradition, the Minnesota State Fairgrounds are charming, unique and picturesque. Architecturally distinct venues are available for wedding ceremonies and receptions throughout the year. For couples wishing to celebrate during the 12-day State Fair, the Horton Pavilions at Heffron Park offer a private VIP experience with the Great Minnesota Get-Together as a backdrop. Any time of year, you and your guests will enjoy the beautifully landscaped grounds, unparalleled atmosphere and convenience.

Special wedding highlights

- Indoor and outdoor spaces to fit your party and budget
- One-of-a-kind photo opportunities set against the backdrop of the iconic fairgrounds
- Complimentary parking for your guests*
- Choose your caterer from a list of approved vendors

*with the exception of weddings held during the State Fair

Explore the pages of this booklet to learn more about how the day you're dreaming of could come to life at the Minnesota State Fairgrounds.



Photo courtesy of DnK Photography



Photo courtesy of Dan Oksnevad Photography

History & Heritage Center

Colorful • Distinct • Contemporary

Nestled in the fairgrounds' West End Market, the History & Heritage Center is a treasure trove of historic artifacts, photographs and stories that bring the State Fair's more than 150 years of tradition to life. Modern architecture, lighting and finishes combined with the nostalgia of our beloved State Fair make the ambiance truly unique. Natural light abounds within the 5,000 square feet of versatile space featuring sliding glass doors and floor-to-ceiling windows on three of the building's four walls.

Available: Year-Round*

Location: At West End Market off of West Dan Patch Avenue

Rental Fee: \$1,000/day

Capacity: Up to 200 guests

Includes:

- One set-up/decorating day immediately before and one décor/rental equipment/removal day immediately following the scheduled event date (based on availability)
- Rental of round tables (up to 24) & chairs (up to 200)
- Free parking for all guests
- Catering prep area
- Restrooms
- On-site event manager
- Use of the facility from 8:30 a.m. on the wedding day until 12:30 a.m. the next morning
- Cleanup and garbage removal

*with the exception of State Fair-time Aug. 1 – mid-September

Progress Center

Elegant • Timeless • Historic

Built in 1907, the Progress Center is the oldest building on the Minnesota State Fairgrounds. With more than 100 years of rich history, its high ceilings, clean lines, abundant natural light and original early-1900s brick make it an ideal locale for a classic, traditional or nostalgic wedding celebration. In addition to its stunning finishes, this architectural gem features 26,000 square feet of open, flexible space.

Available: April – October*

Location: 1621 Randall Ave. at Cosgrove Street

Rental Fee: \$2,000/day

Capacity: Up to 450 guests

Includes:

- One set-up/decorating day immediately before and one décor/rental equipment removal day immediately following the scheduled event date (based on availability)
- Free parking for all guests
- Restrooms
- On-site event manager
- Use of the facility from 8:30 a.m. on the wedding day until 12:30 a.m. the next morning
- Cleanup and garbage removal

*with the exception of State Fair-time Aug. 1 – mid-September



Photo courtesy of Jonny Edwin Photography

Weddings during the Great Minnesota Get-Together

Horton Pavilions at Heffron Park

Casual • Lively • Fun

Make the magic of the Great Minnesota Get-Together the backdrop for your wedding ceremony and/or reception. Secluded from the hustle and bustle, but still close enough to the action, Horton Pavilions at Heffron Park are the ideal location for State Fair lovers wishing to weave the nostalgia and excitement of the fair into their wedding and/or reception. When your festivities conclude, celebrate tying the knot by taking your guests down the private pathway into the heart of Minnesota's most treasured summer tradition — the State Fair!

Available: During the State Fair — Aug. 22-Sept. 2, 2019; Aug. 27-Sept. 7, 2020; Aug. 26-Sept. 6, 2021

Location: Underwood Street between Wright and Dan Patch avenues

Rental Fee: \$75 per hour per pavilion (Two hour minimum required for food and beverage service.)

Capacity: 250 with reservation of one pavilion or 500 with reservation of both pavilions

Includes:

- Private covered pavilion event space
- Banquet tables and chairs
- Use of surrounding park area
- One reserved vehicle parking space at Heffron Park
- Nearby restrooms
- On-site event manager
- Cleanup and garbage removal

The Finest Print & Important Details

Reserve Your Date - Required Reservation Fee & Contract

Interested wedding parties must complete a Facility Rental Application Form and pay a \$100 non-refundable application fee to be considered for a date reservation. A signed contract and a non-refundable \$250 reservation binder fee are required to secure a wedding facility and reserve your date. The \$250 binding reservation fee is credited towards the final wedding invoice.

Pre-Event Meeting

Once your event is booked, the planning can begin!

A pre-event meeting or conference call is required with the events department three to four weeks prior to the day of the wedding event on the fairgrounds.

Advance Deposit & Final Payment

An advance deposit of \$1,200 - \$2,000 (depending on the facility you reserve) is due 30 days before the set-up day. The deposit is applied toward the final invoice, which includes additional expenses, such as security, table and chair rental, etc. Failure to submit an on-time advance deposit will result in cancellation of the wedding facility rental contract and forfeiture of your reserved event date.

Final invoices are typically sent 20-30 days following the wedding event. Final payment is due no later than 30 days after the invoice date.

Insurance

All wedding parties hosting events on the fairgrounds are required to have general public liability insurance, purchased through the State Fair's insurance carrier. Liability insurance protects the renting party against bodily injury and property damage only.

Cancellation & Refund Policy

If the renting party should, for any reason, cancel after submitting their advance deposit, the State Fair shall retain the reservation binder fee of \$250 and an amount from the advance deposit equal to the expense already incurred in preparation for the facility rental. Notice of cancellation must be received in writing.

Set-up & Tear-Down

Provided arrangements are made in advance through the events department, the Minnesota State Fair allows one set-up/decorating day immediately before and one décor/rental equipment removal day immediately following the scheduled wedding event date. These set-up and tear-down days are included in your rental fee. In some instances, a full day of set-up or tear-down may not be available.

Facility Usage Hours the Day of Your Event

Your facility rental fee covers the use of the facility from 8 a.m. until 12:00 a.m. Music must be concluded by 11:30 p.m. and all guests must vacate the facility no later than 12:30 a.m. Personal possessions should be removed from the facility the night of the wedding event. Decorations and rental equipment may be removed the following day. Note: Horton Pavillions are only available until 8 p.m. during the fair.

Food & Beverage Catering

The Minnesota State Fair has an approved list of caterers who provide food and beverage (including alcohol) at events on the State Fairgrounds. (See *Catering Options* section.) All food and beverage catering arrangements must be made in advance of the wedding and approved by the events department. All food and beverage catering is subject to a 15% surcharge. The caterer pays the applicable surcharge directly to the State Fair.

The Minnesota State Fair has final authority to determine when, where and how alcoholic beverages are served. The presence of a State Fair police officer is required at weddings where alcoholic beverages are served. (See *Security* section.)

Entertainment

The renting party is welcome to hire a disc jockey or live band to perform at the wedding. The State Fair does not provide sound or staging equipment.



Photos courtesy of Lancer Catering

Decorations & Equipment Rentals

The State Fair does not provide decorating services; however, we welcome outside decorating companies to provide décor for weddings. (See *Preferred Decorating Vendors* Section.) Decorations and equipment such as tables, chairs, draperies and linen may be rented from the decorator of your choice.

The State Fair currently offers rental of 8' rectangular banquet tables for \$7.75 per table and folding chairs for \$1.25 each. (Tables and chairs are included in the facility rate at Heffron Park during the State Fair and the History & Heritage Center during the non-fair season.) The Minnesota State Fair does not rent or supply tools or ladders.

All decorations must be approved in advance by the events department staff. All tables must be covered with linens. Any decorative ceiling drape must be installed by an approved professional decorator. Tape, nails, screws and tacks may not be used on walls, doors, pillars or floors. Glitter, confetti and balloons are prohibited.

Parking

Parking on the fairgrounds is free and available on the streets or in parking lots surrounding the rented facility (with the exception of the Horton Pavilions at Heffron Park during fair-time). There is no overnight parking allowed on the fairgrounds without authorization of the events department.

Security

The presence of a State Fair police officer is required at weddings where alcoholic beverages are served.

The officer is typically scheduled to be present during event hours and remain until all guests have vacated the fairgrounds (minimum of four hours required). This charge is the responsibility of the renting party and will appear on the final wedding invoice.

Lost/Stolen Articles

The Minnesota State Fair is not responsible for any items lost or stolen during the event, set-up or removal.

Unclaimed articles should be removed on the tear-down/removal day. Any items left on the State Fairgrounds after the tear-down/removal day will be disposed of by the State Fair at the discretion of State Fair management and at the cost of the renting party.

Damage to the Facility

Renting party and its guests may not damage or deface State Fair property. If the premises are damaged, the renting party will be responsible for the State Fair's labor and/or materials to restore property to its condition before the event.






Photo courtesy of DnK Photography

Helpful Contacts & Vendors

Nearby Lodging & Accommodations

Best Western Plus Bandana Square

(1.5 miles)
1010 Bandana Blvd. W.
St. Paul, MN 55108
651-647-1637
bestwestern.com

Norwood Inn & Suites

(3.2 miles)
2401 Prior Ave. N.
Roseville, MN 55113
651-636-8888
norwoodinnroseville.com

Country Inn & Suites

Roseville (3.5 miles)
2740 Snelling Ave. N.
Roseville, MN 55113
651-628-3500
countryinns.com

Radisson

(3.5 miles)
2540 Cleveland Ave.
Roseville, MN 55113
651-636-4567
radisson.com

Key Inn

(3.9 miles)
2550 Cleveland Ave.
Roseville, MN 55113
651-636-6730
keyinnroseville.com

Delta Hotels Minneapolis Northeast

(4 miles)
1330 Industrial Blvd. N.E.
Minneapolis, MN 55413
612-331-1900
marriott.com

Courtyard by Marriott

(4.5 miles)
2905 Centre Point Drive
Roseville, MN 55113
651-746-8000
marriott.com

Hampton Inn

(4.5 miles)
2050 Iona Lane W.
Roseville, MN 55113
651-209-3000
hamptoninn3.hilton.com

Holiday Inn Express

(4.5 miles)
2715 Long Lake Rd.
Roseville, MN 55113
651-294-7200
ihg.com

Home2 Suites

(4.5 miles)
2020 Iona Lane W.
Roseville, MN 55113
651-925-8600
home2suites3.hilton.com

Residence Inn by Marriott

(4.6 miles)
2985 Centre Point Drive
Roseville, MN 55113
651-636-0680
marriott.com

Fairfield Inn & Suites

(5 miles)
3045 Centre Point Drive
Roseville, MN 55113
651-636-7869
marriott.com

Preferred Decorating Vendors

Resources for: tables, chairs, draperies, linen, décor, staging, sound, tents, china, glassware, flatware, lighting, archways, backdrops, tabletop accessories and centerpieces.

Apres Party & Tent Rental

952-942-3399
apresparty.com

Ultimate Events

763-559-8368
ue-mn.com



Photo courtesy of DnK Photography

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Catering Options

You may select from the Minnesota State Fair's licensed and approved caterers for food and beverage service. Please contact the events department for a current list of caterers.

Let's Start Planning!

Minnesota State Fair Events: 651-288-4400 • events@mnstatefair.org

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