



History

Bunker Hills Golf Club is Minnesota's premier golf destination nestled in the beautiful Bunker Hills Regional Park in Coon Rapids. The 350 acre, 36 hole championship golf course is as challenging as it is beautiful. This course is characterized by large greens, tree-lined fairways & the unique character of seventy-five bunkers. Bunker Hills Golf Club has been recognized as one of the top 25 public courses in the country by Golf Digest.

Bunker Hills Golf Club is also home to GolfTEC the worlds largest golf instruction entity which operates year round. This plus the practice facilities that feature golf simulator throughout the winter & a full driving range along with manicured practice greens for chipping, putting & bunker play during the golf season make Bunker Hills Golf Club the regions best year-round golf practice & training facility.

The 37,000 square-foot Clubhouse at Bunker Hills features a destination restaurant & bar & ten spaces for private or semi-private events.

MHC Culinary Group

Selected to be Bunker Hills' hospitality partner, MHC Culinary Group has developed a specialty for planning & executing events. Food is what people remember & more importantly, it is a key ingredient in creating memorable events.

MHC Culinary Group understands the importance of your special event. From consistently fine cuisine to professionally delivered service, MHC Culinary Group will help you design a memorable hospitality experience that fits your event.

Conference Room

With views of the patio, this private event space is the perfect setting for smaller meetings & private dining events. Featuring a boardroom table that seats 16 with boardroom chairs or 24 with conference room chairs, this space is presentation ready with connectivity to a flat screen TV & in-house sound system.

Simulator Room (Available April 16th to November 14th)

Offering picturesque views of the beautifully manicured course & access to the Simulator Patio, the Simulator Room can accommodate up to 128 guests.

Simulator Patio

Located just off of the Simulator Room, the Simulator Patio can accommodate up to 80 guests & features a private bar with views of the course.

Minnesota Golf Hall of Fame

The Minnesota Golf Hall of Fame serves as a unique event space for up to 80 guests for luncheons & dinners highlighting the history of professional golf in Minnesota. The event space also serves as the pre-function reception space for large events.

Grand Ballroom

The Grand Ballroom features expansive views of the serene course & can accommodate up to 384 guests. Surrounded by windows, the Grand Ballroom features two private bars, access to the amphitheater, patio & fire pit. The Grand Ballroom can be divided into three individual meeting rooms or event spaces.

North Ballroom

This private event space can accommodate up to 120 guests. Featuring patio access, a private bar & views of the course, this space can be used in combination with the West Ballroom to accommodate up to 264 guests.

West Ballroom

Located in the middle of the Grand Ballroom, this private event space can accommodate up to 144 guests. Featuring views of the course, this space can be used in combination with either the North or East Ballrooms to accommodate up to 264 guests.

East Ballroom

This private event space can accommodate up to 120 guests. Featuring access to the Amphitheater, a private bar & views of the course, this space can be used in combination with the West Ballroom to accommodate up to 264 guests.

Bridal Suite

Attached to the ladies' rest room, the Bridal Suite features full length mirrors, comfortable seating & a hair & make-up station.

Amphitheater

The Amphitheater provides an unmatched opportunity to host special events outdoors. The lawn can accommodate up to 350 in stadium seating or 144 guests for dining. Tent, tables, chairs & dance floor rental required.

Wedding Ceremony & Reception Packages

Bunker Hills Golf Club offers one of the most beautiful environments in the area to hold a wedding ceremony & reception. Our Ceremony & Reception Packages include the selected space with many of the most requested components of a complete wedding ceremony & reception. Please refer to the Wedding Ceremony & Reception Package Brochures for more information & pricing.

Facility Information

Exclusivity

Due to exclusivity rights, outside food & beverages are not permitted within Bunker Hills Event Center.

Health & Insurance Regulations

Food safety & licensing regulations prevent the removal of prepared food from the premises once it has been served.

Decor

Bunker Hills Event Center does not permit the affixing of anything to the walls, floors, ceilings or outdoor poles with nails, staples, tape or other substances unless approved by your Catering Representative. Bunker Hills Event Center requires that all candles be enclosed. Bunker Hills Event Center does not allow the use of any confetti or glitter.

Confirmation of Event / Deposit

A non-refundable deposit of the applicable facility fee & 25% of the estimated charges is required with a fully executed Catering Event Agreement to confirm the event. A non-refundable deposit of the remaining 75% of estimated charges is required with the signed Catering Event Policy & all signed Event Orders five (5) business days prior to the function. A signed Catering Event Agreement, signed Catering Event Policy & Signed Catering Event Orders along with a 100% deposit are required in order for services to occur. Host bars will require an estimated bar deposit based on industry standards. To secure replenishment privileges, credit card authorization information must be on file in our office prior to the event.

Bunker Hills Event Center accepts MasterCard, Visa, Discover & American Express for up to a maximum of five thousand dollars (\$5,000.00) per event. All checks for deposits & payments are to be made payable to Bunker Hills Event Center. Should the actual amount owed to Bunker Hills Event Center pursuant to the terms of the Catering Event Agreement exceed the deposit paid, the amount due will be settled to the credit card on file at the conclusion of the event. In the event the amount owed to Bunker Hills Event Center pursuant to the terms of the Catering Event Agreement falls below the deposit paid, a refund check will be issued within 30 business days. The above policies may not be modified without the written consent of an Executive Officer of Bunker Hills Event Center.

Facility Fees

Facility fees apply per contracted space, per day, for standard set-up, breakdown, event & facility maintenance & wireless internet. Service charge & applicable taxes apply to all facility fees.

Room Rental

Room rental fees will apply for each contracted space where either the applicable waiver or minimum is not met before all facility fees, service charges & applicable taxes. All room rentals include standard linens & napkins, tables, chairs, flatware, glassware, dishware & buffet pieces. Any additional needs are available for rental at an additional charge.

Event Space Waivers & Minimums

Event space waivers will apply to all space rented Monday through Sunday daytime & Monday through Thursday evening. Event space minimums will apply to all space rented on Friday, Saturday or Sunday evenings.

Event Space Waiver

Room rental fees will be waived if the event space waiver (based on the sale of host food & beverage to the Client) is met before all facility fees, service charges & applicable taxes. If food & beverage sales do not meet the event space waiver, the full room rental fee will apply.

Event Space Minimum

Room rental fees will be waived if the event space minimum (based on the sale of host food & beverage to the Client) is met before all facility fees, service charges & applicable taxes. If food & beverage sales do not meet the event space minimum, a room rental fee equal to the difference will apply.

Facility Rental Time Periods

Monday through Friday:

Morning events may be contracted from 7:00 a.m. & must be completed by 10:00 a.m.

Afternoon events may be contracted from 11:00 a.m. & must be completed by 4:00 p.m.

Morning through afternoon events may be contracted from 7:00 a.m. & must be completed by 4:00 p.m.

Evening events may be contracted from 5:00 p.m. & must be completed by 12:00 a.m.

Saturday & Sunday:

Morning events may be contracted from 7:00 a.m. & must be completed by 10:00 a.m.

Afternoon events may be contracted from 11:00 a.m. & must be completed by 2:00 p.m.

Evening events may be contracted from 3:00 p.m. & must be completed by 12:00 a.m.

(In the event that we are able to accommodate an extension to the time frames listed above, a per hour service fee may apply.)

Extended Hours of Service / Service After Midnight

A service fee based on the space contracted of up to \$500.00 per hour will apply to extended hours of service & service after midnight.



Facility Information

Tastings

Tastings are complimentary for groups over 100 once the event is officially booked & the required deposit is paid. Tastings may be scheduled no more than four (4) months prior to the event date for up to four (4) guests (including the couple if it is a wedding reception). Additional guests are \$50.00 per person up to a maximum of 6 guests per tasting.

Coat Check Service

Due to staffing requirements, the following charges apply to Coat Check service: one (1) attendant per 100 guests will be provided for a fee of \$30.00 per hour, per attendant for a minimum of three (3) hours.

Valet

Valet parking is available for ballroom functions. The cost of this service is \$150.00 per parking attendant. Your catering representative will determine the number of parking attendants required per function.

Off Premise Catering Service Fees

A transportation fee will apply to all off premise catering services. A per person set-up fee will apply to all full service catering events. Food & beverage minimums apply to all off premise catering events based on the type & scope of the event.

Alcoholic Beverages

No alcoholic beverages shall be brought into the facility for sampling or consumption. Minnesota State Law prohibits persons under the age of 21 to purchase or consume alcoholic beverages. Persons who appear to be intoxicated are not permitted to purchase or consume alcoholic beverages.

Last Call for Alcohol

Bar service will conclude at least thirty minutes prior to the building vacate time contracted with last call occurring at least forty five minutes prior to the building vacate time.

Smoking Policy

The clubhouse is smoke free. Guests are not permitted to smoke anywhere inside the clubhouse.

Liability

Bunker Hills Event Center shall not assume responsibility for the damage to or loss of any merchandise, equipment or personal belongings left in the facility prior to, during or following the event.

Client agrees to indemnify, defend, & hold Bunker Hills Event Center & its agents & employees harmless from & against any & all actions or causes of action, claims, demands, liabilities, losses, damages, injuries, costs or expenses of whatever kind or nature, for injuries to or the death of any person or persons, or damage to or loss of property alleged or claimed to have been caused by, or to have arisen out of or in connection with the event which is the subject of the Catering Event Agreement.

Vendor Partners

Entertainment

Adagio
Bellagala
Chris Ward, Harpist
Instant Request
Midwest Sound & Light Show

Hotels

Centerstone Suites
Country Inn & Suites
Holiday Inn Express

Florist

Christine's Floral Touch
Custom Floral Design
Toni's Flower Shop

Bakery

Buttercream Bakery
Wuollet Bakery

Ice Carving

Ice Occasions

Photography

Anthologie
Bellagala
Jill Mettler Photography
Laurie Schneider Photography
Meg's Eye Photography
Michael Anderson Photography
Spicy-Meatball Photography

Videographer

J Walter Anderson Photo & Video

Decor

Avant Decor
Midwest Party Rental

Linen

Linen Effects

Officiant

Judge Thomas Armstrong
Reverend Tomkin Coleman
Tairie Starr

Valet

Uptown Valet

Limousine

Total Luxury Limousine

Formalwear

Sarvi Formalwear
Wedding Chapel
Wedding Shoppe, Inc.



Facility Information

Entertainment & Third-Party Vendors

All third-party vendors that are contracted to provide services for the event on behalf of the Client must be pre-approved by Bunker Hills Event Center.

Should the client request Bunker Hills Event Center to contract with third-party vendors on behalf of the Client, the Client shall approve each vendor & their proposal in writing prior to Bunker Hills Event Center entering into an agreement with the vendor. The Client shall also be responsible for all advanced deposits required to secure services.

In the event Bunker Hills Event Center contracts the services for third-party vendors to enhance the event on Client's behalf, a 10% up-charge to all third-party vendor services will apply.

Bunker Hills Event Center reserves the right to regulate volume, conduct, set-up & tear-down of vendors to ensure a pleasant experience for all of our guests. No entertainment may be allowed to perform later than 11:30 p.m. unless extended hours of service are contracted.

One hour is allowed after the entertainment is concluded to take down & remove equipment from the facility. Any extraordinary set-up requirements will be charged at an appropriate rate; the charge will be based upon the request & agreed upon in advance of the event.

Morrissey Hospitality Companies, Inc.

Morrissey Hospitality Companies, Inc. (MHC) was founded in 1995 as a full-service hospitality management, development & consulting company & has an experienced hospitality management team with a proven track record, boasting more than 1,200 employees. We excel in the full-service environment, providing expertise in hotel operations, restaurant management & specialty hospitality brands. We deliver Authentic Hospitality to our guests, profit to our clients & brand growth & position to each property.

Morrissey Hospitality has provided hospitality consulting & management services to a wide range of prominent organizations including the Walker Art Center, Ordway Center for the Performing Arts, the Guthrie Theater, the Science Museum of Minnesota, Canterbury Park & many other venues in Minnesota & throughout the Midwest.

Founded in 2000, MHC Culinary Group was formed to serve as MHC's Sports & Entertainment Division.

Morrissey Hospitality Companies, Inc.
345 Saint Peter Street, Suite 2000
Saint Paul, MN 55102
(651) 221 - 0815 morrisseyhospitality.com

MHC Culinary Group
175 West Kellogg Boulevard, Suite 503
Saint Paul, MN 55102
(651) 726 - 1950 mhcculinarygroup.com

MHC Family of Brands

Sports & Entertainment Division

Saint Paul Rivercentre
175 West Kellogg Boulevard, Suite 503
Saint Paul, MN 55102
(651) 265 - 4800 rivercentre.org

The Legendary Roy Wilkins Auditorium
175 West Kellogg Boulevard, Suite 503
Saint Paul, MN 55102
(651) 265 - 4800 theroy.org

Bunker Hills Event Center
12800 Bunker Prairie Road, Coon Rapids, MN 55448
(763) 951 - 7276 bunkerhillsgolf.com

Hillcrest Golf Club
2200 East Larpenteur Avenue, Saint Paul, MN 55109
(651) 774 - 6088 hillcreststpaul.com

Restaurant Division

The St. Paul Grill
350 Market Street, St. Paul, MN 55102
(651) 224 - 7455 stpaulgrill.com

M ST. Cafe
350 Market Street, Saint Paul, MN 55102
(651) 228 - 3855 mstcafe.com

Kendall's Tavern & Chophouse
12800 Bunker Prairie Road, Coon Rapids, MN 55448
(763) 755-1234 kendallstccom

Pazzaluna Urban Italian Restaurant
360 Saint Peter Street, Saint Paul, MN 55102
(651) 223 - 7000 pazzaluna.com

Tria Restaurant, Bar & Event Center
5959 Centerville Road, North Oaks, MN 55127
(651) 426 - 9222 triarestaurant.com

Lodging Division

The Saint Paul Hotel
350 Market Street, Saint Paul, MN 55102
(651) 292 - 9292 saintpaulhotel.com

Crossings Inn & Suites of Parkers Prairie
211 West Main Street, Parkers Prairie, MN 56361
(218) 338 - 3380 crossingsparkersprairie.com

GrandStay Hotel & Suites of Luverne
908 South Kniss Avenue, Luverne, MN 56156
(507) 449 - 4949 grandstayluverne.com



Services & Rental Information

Internet Services

Wireless Internet Complimentary

Business Services

Black & White Copy (Per Copy) .15
 Color Copy (Per Copy) .50
 Black & White Printing (Per Copy) .15
 Color Printing (Per Copy) .50
 Fax (1st Page) .75
 Fax (Each Additional Page) .25

Security Services

(Required for Wedding Receptions) (Per Hour)

Private Undercover Security Guard 75

Presentation Supplies

Easel 10
 Flip Chart, 3M Post It Pad & Markers 45
 Additional Flip Chart 3M Post It Pad 15
 Laser Pointer 25
 Podium 25
 White Board 25

Electrical

Extension Cord / Multi-plug Surge Protector 10

Audio

Background Music Complimentary
 Wired Hand Held Mic, Cable & Stand 25
 Wireless Hand Held Mic & Stand 75
 Wireless Lavalier Mic 75
 Portable Sound System 150
 (2 Speakers on Tripod Stands & Wired Mic)

Video

DVD Player 50
 Tripod Screen 25
 Ballroom Pre-Function Flat Screen TV 25
 Conference Room Flat Screen TV 25
 Video Presentation Package 150
 (Includes: Podium, Wired Mic, LCD Projector, Screen)

Telecommunications

Polycom Conference Phone
 with Phone Line (Local & Long Distance Service) 35

Technician

(Three Hour Minimum) (Per Hour)

On-Site Technician (Business Hours) 75
 On-Site Technician (After Hours) 100

Additional Audiovisual Equipment Available Upon Request.

Amphitheater Ceremony Set

Complete Ceremony Package 1,500
 Bunker Hills Amphitheater
 Facility Fee, Ceremony Set Up & Clean Up
 Garden Arbor
 Up to 4 Skirted Tables
 Up to 250 White Garden Chairs
 Portable Sound System with Wired Mic & Stand
 Bridal Suite
 One Hour Rehearsal Prior to Wedding Day
 (Based on Availability)

Parking Lot Shuttle Service

6 Passenger Golf Shuttle Service to Out Lots 120
 Shuttle Driver per Hour 40

Staging

16 in. Staging 75
 (Per 8' by 4' section, stairs are included)

Dance Floor

Dance Floor (20' x 28') (Each 4' x 4' Section) 5

Chairs

White Garden Chairs (Each up to 350) 3
 Ballroom Chair Rental (Each up to 384) 3

Tables

30" Cocktail Table with Linen 10
 4' Round Table with Linen 15
 5' Round Table with Linen 20
 6' Banquet Table with Linen & Skirted (Each Per Day) 15
 8' Banquet Table with Linen (Each Per Day) 20

Table Linens

62" x 62" White, Ivory or Black Linen 5
 85" x 85" White, Ivory or Black Linen 5
 52" x 114" White, Ivory or Black Linen 5
 Napkins (Various Colors, Each) .50

Tabletop

Number Stands (Each) 1
 Votive Candle (Set of 3) 1
 Square Mirror Centerpiece 1
 Floral Bud Vase Centerpiece 15

Decor

USA Flag 10
 State Flag 10

