

1. **It's all in the planning:** Everything should be buttoned up, set up, and look special before you arrive. We love to see the stress fall off your shoulders as you walk in the decorated gates. This is achievable due to our expansive facility. As your events are set up in different areas of camp, they can be prepped in the days leading, that way you can tweak it and be ready to press the play button.
2. **Function:** Even though we prepare and host your event, we are not “wedding planners” and strongly recommend that you hire one. If you do not wish to hire a wedding planner, you must designate a specific person to interface with our staff and your vendors. If there are setup, logistics, or other situations to be discussed or addressed, it should not be the happy couple answering the walkie talkie during your once-in-a-lifetime weekend celebration.
3. **The Boring Stuff:** Insurance paperwork, table placements, game teams, room placements, special requests, dietary concerns, and alcohol purchasing should all be wrapped up at least 3 weeks before the event, leaving you focused on the important stuff.
4. **Deliveries:** We have ample refrigerated and lockable space for your essentials to arrive early. Knowing that your alcohol, decorations, guest baskets, party bags, flowers, etc. are ready to go really helps.
5. **Coordinate:** Help us help you. If you would like, you can put us in touch with all outside vendors. We can help set up, address concerns, and direct to what works best for everyone. Often, we have found something that's overlooked like power supplies, quantities, and better directions to camp.
6. **Timing:** Let's look at your priorities and make it work. We must be realistic with the turn of events. It takes time to get your guests from one place to another (especially when there's an awesome sports bar in between). There are so many fun activities we can add to the weekend but they fail if the day is overloaded. We have found that guests do not like to be herded around and would rather mingle and socialize at their own pace. That's why we incorporate self-serve activities like tennis, corn hole, hiking, full gym, and pool. There are a great many activities to choose from.
7. **Know your guests:** Build the day that works best for you. Surely you have had a prior encounter with an open bar... now mix that with a 3-day event! To help you out, we require that you designate one bride-side liaison and one groom-side liaison who shall be available throughout the entire weekend to assist us should anyone in the wedding party require special assistance with a complicated or sensitive situation that may arise.
8. **Vendors:** If you need help with photographers, videographers, DJ, florists, we can make a few recommendations. All we ask of them is that they do a bang-up job for our continued recommendation. We have found that it is helpful when someone has worked with us before but it's all up to you!
9. **Safety and prevention:** Nothing ruins good times like an ambulance. Please defer to our professional judgment and trust us if we say “hmmm, you shouldn't do that” or “those guys have had enough to drink”. It may not be easy but after all the time, energy, and costs, a single person can shut it all down.
10. **Don't panic:** Almost everything is fixable. We have backup plans you won't even know about, including indoor ceremony areas if needed. With this much going on not everything will be perfect, just roll with it.
11. **It's your magical weekend:** We can't stress enough how this should be fun for you (and not just your guests!). You should not be running around worrying... that's what our team and your designated liaisons / planners will be doing. So pop a cork, sprinkle some glitter, or possibly help get that drunk uncle into bed... but that's all!
12. Before we get to the details, this is how a September 2023 described their wedding weekend experience with us:

“Thank you so much! We cannot say enough about how incredible Howard and the staff onsite were all weekend long. Seeing the transformation from football camp to our wedding wonderland within days was just magical - but I know behind it takes a TON of work and collaboration from everyone involved. All our guests had the best time, and it was above and beyond what we could have imagined!! We are absolutely still up-in-the-clouds thrilled a week later.”

IN MORE DETAIL – OK! Let's go through the initial list in greater detail before we look at a mock schedule. We would like to include some ideas from previous weddings and events that worked out well for everyone.

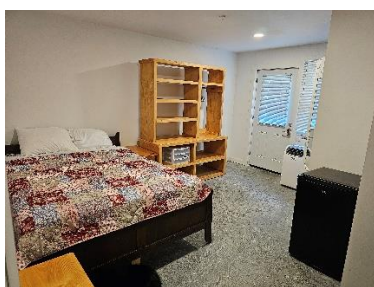
Accommodations: Up to 40 private & semi-private rooms (which are in addition to our spacious cabins) can be allocated and labeled. Some are suites with adjoining bathroom; some are bigger with king size beds; others have space for an additional twin for kids. All beds in these rooms can be made up with extra pillows, sheets, blankets and 2 towels per person. Gift baskets / welcome packages that you provide can be placed in the rooms. We have maps and spreadsheets indicating the quality, location, bed size, disability access of every room available for selection. The majority of rooms have a refrigerator. All rooms have air conditioning. The rooms and bathrooms will be cleaned and set up. Additional bedding, cleaning supplies, toilet paper, paper towels, real towels in a visible location near the rooms. Staff do not enter rooms or cabins once they are occupied unless requested to do so.

The cabins are large and meant for a lot of campers and counselors during our summer camp season. The requested number of beds can be made up of sheets, pillows, and blankets at a small additional cost.

Our staff will meet your guests in the parking lot and direct them or are shown to the rooms as needed. Golf carts that are to be driven only by our staff are available to help with their luggage throughout the weekend.



2 of the 40 available Private rooms



Cabin / Bunk



Map, Rules, & Gift Bag

Gift Bags

We recommend providing Welcome Gift Bags, which are a nice way to label the beds. Keep a list of things you know about your guests. Does someone always forget their Advil or complain about bugs? Ideas for your consideration: Water, Advil, bug spray, coffee mug, premade s'more, glow sticks, flashlights, umbrellas, maps, simple rules, schedule, hoodies with your wedding logo, personalized "Do Not Disturb" signs, bubbles for the ceremony.

Maps 'n Stuff

Include in your Welcome Gift Bags the camp map and accommodations map. If you're a little concerned about the weather, then add your backup locations so they won't be late to that unlikely indoor ceremony in our theater.

If you need to message blast there will also be ample internet with great connection speed in all the right places, start a # Instagram post so that everyone can share. No internet at the sunset ceremony though, they should be looking at you... looking amazing... and nothing else!

Public Bathrooms

We have many common bathrooms around the camp that are checked and cleaned regularly. These are great places to post an "event schedule".

Parking

Our camp parking lot at the main gate can hold up to 50 cars. More space is available if needed.

Golf Carts

The camp has a few golf carts that we can utilize to assist moving around elderly or infirmed guests (and their luggage) as needed. Guests, however, are not permitted to drive any of the camp's golf carts.

Bars and Alcohol

We do not have a liquor license, so everything needs to be provided by you and self-served or served by a bartending service that you separately hire. As a reminder, the legal drinking age in the state of New York is 21 years old. We would be very happy to recommend a local liquor store and bartending crew. You can purchase the product from local stores online and they can deliver it in advance to your very own lockable walk-in cooler. They move around the alcohol as needed. Alcohol may not be left unsupervised at any time. We cut the fruit, stock the ice, set up the bars, and clean up but we cannot physically hand someone a drink or move any alcohol.



Brew Canoe



Reception Bar



Ceremony



Campfire wine & beer



Outdoor Dessert Bar



Outdoor Deck Bar



Hot Spiked Cider Station



Self-serve sports bar

Decorations and Dining Hall

The first three meals (arrival BBQ, Saturday breakfast, and Saturday lunch) are not served in the main dining hall leaving it a nice surprise for the reception dinner. The first time your guests see it will be in all its (fake) candlelit glory.



Tables, lights, and decorations



Great Family photo station



Sweetheart Table



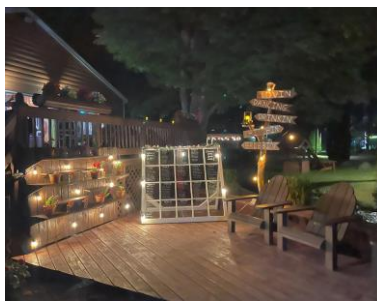
Selection of log cake stands



Polaroid Frame



Table Placements



Windowpane table placements



Gift station with mugs

Food and Catering

Keilty Food Service, with whom we have worked for well over a decade, is incredible. The head chef travels the world during the camp off-season, training cooks in all different cuisines. The wedding contract details your menu options.

Please be on time for the reception dinner service as food cooked to precision is not a friend of the hot box as it will continue to cook! This is served buffet style from 2 stations as your planner or DJ calls up the tables to self-serve.

Remember, you've hired a band or DJ so let's eat and get on the dance floor asap! You could maybe do the speeches at the Friday night campfire to get the most out of your party time. The dining hall reception area needs to close at 11pm to get ready for breakfast.

DJ and Dance Areas

The front dining hall makes the perfect place for the reception and dancing. Guests can see this area from the main seats when the bride and groom enter. The DJ stage faces away from the occupied tables. Great acoustics for a live band and enough space for a photo booth, drinks tables, and other fun stuff if needed. There are dedicated electrics for the band, booth and DJ.



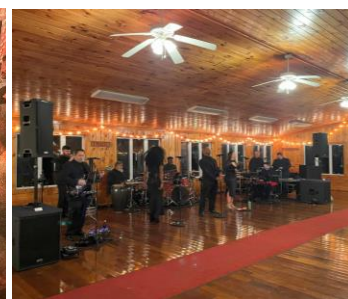
DJ area



First entrance



Dance and Disco



10 Piece Live Band

Bridal Suite



We use one of our bunks as the Bridal Suite: great open space with Wi-Fi, extra mirrors, dressing curtain, chairs, & serving tables. Don't forget to coordinate with the chef as to lunch, drinks, and snacks logistics delivery.

This is your personal time to get ready so please make sure that our chef, site staff, your planners and liaisons have all the necessary information regarding the rest of the day before you go into "do not disturb" mode. We are still here for you on the walkie-talkie, but we like to leave you alone at this time and of course the groom will have no idea what's going on.

Ceremony Area

The ceremony will take place on Pine Island overlooking the lake (weather permitting). We have a large indoor space as an “bad weather” alternative. We provide a stage / chuppah and 200 white folding chairs for alternate or indoor areas. We can also help set up the area with a simple speaker / microphone system. Towels & Water bottle station for arriving guests.

You can bring in extra flowers and hay bales and/or a staked runner leading up to the gazebo with your own ceremony rug. It's so much nicer to have your family and friends surrounding you, campfire-style without anyone sitting at the back.



Cocktail Hour

The Cocktail Hour between the ceremony and the reception areas. Food served under the big top tent. An additional campfire left smoldering for the remainder of the night for your guests to chill at any time. (This is also the weekend smoking area.)



Offsite Rentals

There are other great facilities, hotels, and rentals in the local area. Log cabins on neighboring lakes for air bnb are a great option for guests that want something a little more private. 25 minutes from Great Barrington and 20 minutes from Millerton. Both have some amazing restaurants. The famous **9 Cakes** in Hudson can deliver amazing wedding cakes if you need one.

Fun Events

Depending on your crowd there are many awesome events for the Saturday morning fun activity time. The self-serve activity areas like table tennis, pool table, badminton, beach volleyball will be monitored for the correct equipment. We have tennis courts, basketball courts, and sports fields ready for use.

That's it for now; let's leave some room for your awesome ideas. Don't forget that this is camp... the perfect place for wacky and fun ideas! You could be super formal or have a pie-eating contest... whatever makes it special!

Ok. Now that we have had some more detail, let's look at a **possible / suggested itinerary**:

Thursday – Special guest arrival. Bride and groom, party planner, liaisons, mom, sister, etc. for an extra free night where you can see the set-up, have pizza, and run through everything. It's always smart to double check the plan for any last-minute adjustments. That way on Friday you are welcoming guests instead of unpacking.

Friday 3pm onward – Guests arriving – Staff direct or help guests to the rooms or bunks.

6pm – 8pm BBQ on the main campus including lawn games that are set up, “Brew Canoe”, and bartending service.

8pm – 11pm – The fun continues on the main campus with a campfire & s'mores.

Saturday 8am – 9am - Breakfast in dining hall 1 (tea and coffee are always available).

10am – 12pm – Activities – Pool table, Table tennis, tennis, beach volleyball, baseball, soccer, basketball, Pontiac Planet gym, hiking, badminton, pickleball, corn hole and other lawn games.

12pm – 1pm – Lunch outside or dining hall 1 (decided by the Head Chef)

1pm – 3:30pm – More activities

3pm – Bridal suite champagne, soft drinks, and fruit delivered.

4pm – Wedding party photos + first look. Older guests can be moved on golf carts to the ceremony area

5pm – Sunset ceremony

6pm – Cocktail hour: weather and temperature pending indoors or out. We have several great locations for this. Usually placed between the ceremony area and the reception.

7pm – 11pm – Main dining hall for first dance, entrance, speeches, champagne; reception dinner, dessert, and dancing

11pm – 12am – Wind down after party in the Canteen with snacks and a nightcap.

Sunday 8am – 10am – Brunch in the Main Dining hall

Guests depart by 11am

Why else are camp weddings awesome?

1. No drunk driving or moving people around. When they arrive on Friday, they are in!
2. Watching all your friends and family meet and bond over fun events.
3. Everything is planned and catered so everyone can enjoy their time without a wallet.
4. There is constantly something fun to do for all different ages.
5. It's not your regular five-hour event; it's a fun-filled jamboree lasting an entire weekend!

So, whether you're the bride that freaked out because of the bees or the bride that was diving on beach volleyball 5 minutes before the ceremony you're going to have a blast and make some amazing memories.

References like the one at the top are available. Thanks again for listening. info@camppontiac.com