LYNNWOOD RANCH

Nestled along the scenic Sheep River · 35 Years of Excellence

Frequently Asked Questions

What dates are available and how do you book a date?

- Please contact us for available dates and if you are interest in booking or reserving a date we will recommend setting up a viewing of the property. From there we will require a holding deposit (per below) to secure your request date.

How much does it cost to save the date?

- We require a $1,500 non-refundable flat rate holding deposit/retainer at the time of booking to save your date. Please see table below for full schedule of installment and payment terms.

Milestone/Description	Due Date	Amount Due	Notes and Terms
Initial Retainer/Holding Deposit	At time of booking (1+ years prior to event)	$1,500	Non-refundable deposit that secures your date.
1st Installment payment	12 months prior to event	Top up to 25% of total contract	Non-refundable; $1,500 retainer is credited towards this payment.
2nd Installment	6 months prior to event	25% of total contract	Non-refundable; brings total paid to date to 50%.
Final Payment	10 business days prior to event	Payment in full/remaining balance (50% of total contract)	Non-refundable; completes 100% of contract balance.

Do you require a damage deposit?

- Yes, we require a $1,500 refundable damage deposit at the time of final invoicing. This will be held in the event that the cost of repair, replacement, missing property, heavy cleaning, or municipal/administrative fines incurred. The client will be responsible to pay in full for any damages that exceed this balance.

What forms of payment do we accept?

- We accept cash, cheque, e-transfer, and credit card (2% surcharge).

How does the bar work?

- We provide a fully stocked bar service and bartenders for the date of your event. There are options to provide host, subsidized, and cash bar for your wedding which will be discussed with the client prior to the event day. We accept credit card and cash payment from guests.

When is last call and what are the closing procedure for the night of the event?

- Event timeline and closing procedures (1:00 am venue closing):
    - 12:00 AM (1 hour prior): last call for alcohol service.
    - 12:30 AM (30 minutes prior): Bar service ends and music is turned off.
    - 1:00 AM: Contracted closing time. All guests must vacate the hall.

Are cabs easily accessible from the location?

- Yes, cab services and Uber will pick up guest from Lynnwood Ranch. We would recommend contacting cab services prior to the date of your wedding to give them a heads up for the weekend of, listing of local cabs can be provided.
    - Client will be required to provide Lynnwood Ranch with their plan for take home services/drive home options at the end of the night.
    - We will have local cab services phone numbers posted in the hall and available for guests.

How many people can the location accommodate?

- The banquet hall can accommodate up to 200 guests comfortably.

What is provided for tables and chairs?

- We have tables and chairs to accommodate up to 200 guests.

What is there for Audio/Visual?

- The ceremony site has 2 speakers with stand and a wired microphone.
- The hall has 2 ceiling mounted speakers, wired microphone, projector and screen. If you are planning a slide show/video please email a copy before the event and we will ensure the video and audio work properly.

Do you provide catering?

- We do not provide in house catering for the day of the event but can provide you with a preferred catering list. Additionally, you are allowed to use a catering company of your choice.

Will there be access to the kitchen?

- Yes, this is included in our Ultimate Ranch Wedding weekend package where you will also have access to fridge and freezer space. The kitchen does need to be put together and cleaned at time of your departure or a cleaning fee will apply.

What is the night of and event clean-up process?

- Caterers are responsible for clearing all dinnerware and table setting from the table as well as thoroughly cleaning the kitchen if used prior to departure. Bartenders will be responsible for clearing empty cans, glasses and bottles from tables throughout the event.
- At the conclusion of the event the venue must be left in the same condition as when you arrived. Removal of all personal items and décor, trash and recycling disposed in the appropriate bins and any major spills cleared from the floor. This is to be done within the total time of your booking, failure to do so can result in an additional cleaning charge.

Do you provide table linen, cups, utensils ect.?

- We do not provide these items, and the client will be required to rent them. It is recommended to check with your choice of caterer to see what dinner wear they provide. We can provide the contact to local rental companies with the option of having the rental dropped at the venue prior to the even and picked up after the conclusion of the event.

What will be included in the set up when we arrive?

- We will have tables and chair set up in the hall prior to your arrival per preferred layout discussed prior to the event date. The ceremony site benches and arch set up along the river or pond based on your preferences. Clients will be responsible for all other decorations, set up or layout changes after that.

Do you provide decorations?

- Client will be required to do their own set up and decorating of the hall. Client are more than welcome and encouraged to bring their own décor.
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Are candles allowed?

- No flames are allowed, only flameless or battery-operated candles will be permitted in the hall.

Are there any areas provided for the bride, groom and bridal party?

- There will be a bridal party retreat and staging area set up at the back of the hall for bride, groom and bridal party that can be used prior to the ceremony, after the ceremony and throughout the evening.

What is the back-up option in the event of poor weather conditions?

- In the event of poor weather conditions, the ceremony will be moved into the hall.

Do you have liability insurance?

- Yes, but you are also required to purchase coverage up to 1 million dollars of event insurance which can be done easily online. Proof of insurance purchase must be sent to us at time of final invoicing.

Do you have camping facilities?

- Guest are allowed to park campers on the premise for the weekend if they have booked The Ultimate Ranch Wedding Weekend or evening of the event if they have only rented the venue for the day. They must be self-sufficient; no hook ups are available for individuals camping. Campers are expected to be off the premise by noon the day after the event.

What hotels are available near the venue?

- There are many great hotels located in the surrounding area including Okotoks, High River and South Calgary. We can provide a listing of hotels in the area.

Is the venue wheelchair accessible?

- Yes, the entire venue is wheelchair accessible with a separate wheelchair accessible washroom in the hall.

What do we provide for outdoor activities?

- We have plenty of outdoor space for guests to gather and enjoy the weekend/day. Lynnwood ranch also offers a covered canopy area for guests to enjoy and socialize under. Additionally, we have the following activities that can be set up and offered:
    - Corn Hole
    - Ladder Golf
    - Giant Jenga
    - Lawn Darts
    - Foosball Table
    - Ping Pong Table
    - Horseshoe pits
    - Fire pit area
    - Roping Dummy