

# Information Packet



For photos check out our Website, Facebook & Instagram pages

Call or Text  
605-215-1377

46594 Z68th Street  
Sioux Falls, SD 57106

[www.bluehavenbarn.com](http://www.bluehavenbarn.com)  
[www.theatriumatbluehaven.com](http://www.theatriumatbluehaven.com)  
[www.theretreatbybluehaven.com](http://www.theretreatbybluehaven.com)





# Table of Contents

WE HAVE THREE VENUES. THIS PACKET INCLUDES INFORMATION  
ON ALL OUR AMAZING VENUES.

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## 1ST SECTION

BLUE HAVEN BARN  
PRICING & INCLUSIONS

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## 2ND SECTION

THE ATRIUM  
PRICING & INCLUSIONS

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## 3RD SECTION

THE RETREAT  
PRICING & INCLUSIONS

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## 4TH SECTION

BAR & DRINK  
OPTIONS & PRICING

---

## 5TH SECTION

COMMONLY ASKED QUESTIONS

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Blue Haven Barn  
AND GARDENS

| PEAK<br>APRIL 15TH - DECEMBER  | FRIDAY ONLY | FRIDAY<br>WITH 5 HOUR THURSDAY | SATURDAY   | SUNDAY     | MON-THURS  |
|--------------------------------|-------------|--------------------------------|------------|------------|------------|
| Rental Cost                    | \$5,250.00  | \$6,100.00                     | \$6,250.00 | \$4,250.00 | \$3,250.00 |
| Tax                            | \$220.50    | \$256.20                       | \$262.50   | \$178.50   | \$136.50   |
| Retainer/Deposit               | \$2,735.25  | \$3,178.10                     | \$3,256.25 | \$2,214.25 | \$1,693.25 |
| Final Payment                  | \$2,735.25  | \$3,178.10                     | \$3,256.25 | \$2,214.25 | \$1,693.25 |
| WINTER<br>JANUARY - APRIL 15TH | FRIDAY ONLY | FRIDAY<br>WITH 5 HOUR THURSDAY | SATURDAY   | SUNDAY     | MON-THURS  |
| Rental Cost                    | \$3,750.00  | \$4250.00                      | \$4250.00  | \$3,250.00 | \$2,950.00 |
| Tax                            | \$157.50    | \$178.50                       | \$178.50   | \$136.50   | \$123.90   |
| Retainer/Deposit               | \$1,953.75  | \$2,214.25                     | \$2,214.25 | \$1,693.25 | \$1,536.95 |
| Final Payment                  | \$1,953.75  | \$2,214.25                     | \$2,214.25 | \$1,693.25 | \$1,536.95 |

FINAL PAYMENTS DUE 90 DAYS PRIOR TO EVENT



Blue Haven Barn  
AND GARDENS

**BLUE HAVEN HAS BEEN VOTED #1 LOCAL BEST VENUE IN SIOUX FALLS FOR 6 YEARS.**

Event room seating for 300 | Patio seating up to 100 | Cocktail Style Reception for 360

The main event room is two stories high with a beautiful balcony overlooking the event floor.

You and your guests will have exclusive access to event spaces, including the wedding lofts and facility from 8 am the day of your event until midnight.

Beyond the main event room, guests will discover a romantic patio lighted by elegant sconces, fire pits and a beautiful greenery wall. Worried about rain during your outside event? A wedding under this patio creates an equally beautiful outdoor ceremony with seating for up to 230.

The property is perfectly positioned on several acres of green space - giving you the opportunity to find the perfect backdrops for your photos, from the fields of native grasses and flowers to a stunning winter sky. In addition, you can hold a ceremony for up to 300 guests at our large green space off the patio or the beautiful pond ceremony area.

This space can also accommodate indoor ceremony with a beautiful grand staircase for the perfect entrance, which includes a standard ceremony to reception flip free of charge.

Hidden on the second floor are two large wedding suites equipped with on-suite bathrooms which provide a space for couples to get ready for their big entrance separately.

Enjoy the ease of a meal prepared in-house by our award-winning Chef Tyler and his culinary staff. See website for menu & pricing. Holiday pricing may vary. We offer in-house catering for the main meal. Breakfast & lunch may be allowed upon approval.

Menu on Website

[www.bluehavenbarn.com/menu](http://www.bluehavenbarn.com/menu)

Book a Tour

Tours available by appointment.

Call 605-215-1377 or email [info@bluehavenbarn.com](mailto:info@bluehavenbarn.com) to check us out!



| PEAK<br>APRIL 15TH - DECEMBER  | FRIDAY ONLY | FRIDAY<br>WITH 5 HOUR THURSDAY | SATURDAY   | SUNDAY     | MON-THURS  |
|--------------------------------|-------------|--------------------------------|------------|------------|------------|
| Rental Cost                    | \$6,250.00  | \$7100.00                      | \$7,250.00 | \$5,250.00 | \$4,250.00 |
| Tax                            | \$262.50    | \$298.20                       | \$304.50   | \$220.50   | \$178.50   |
| Retainer/Deposit               | \$3,256.25  | \$3,699.10                     | \$3,777.25 | \$2,735.25 | \$4428.50  |
| Final Payment                  | \$3,256.25  | \$3,699.10                     | \$3,777.25 | \$2,735.25 | \$4428.50  |
| WINTER<br>JANUARY - APRIL 15TH | FRIDAY ONLY | FRIDAY<br>WITH 5 HOUR THURSDAY | SATURDAY   | SUNDAY     | MON-THURS  |
| Rental Cost                    | \$4,450.00  | \$4,950.00                     | \$4,950.00 | \$3,950.00 | \$3,450.00 |
| Tax                            | \$186.90    | \$207.90                       | \$207.90   | \$165.90   | \$144.90   |
| Retainer/Deposit               | \$2,318.45  | \$2,578.95                     | \$2,578.95 | \$2,057.95 | \$1,797.45 |
| Final Payment                  | \$2,318.45  | \$2,578.95                     | \$2,578.95 | \$2,057.95 | \$1,797.45 |

### FINAL PAYMENTS DUE 90 DAYS PRIOR TO EVENT

[illegible]



Event room seating for 500 | Cocktail Style Reception | In-House Chef & Menu

We can accommodate and event of just about any size

Menu on Website  
www.theatriumbluehaven.com/eat

Book a Tour

Call 605-215-1377 or email [events@theatriumatbluehaven.com](mailto:events@theatriumatbluehaven.com) to check us out!

The  
EVENT  
SPACE

Retreat

BY BLUE HAVEN

Wedding Brunches   Engagement Parties   Micro-Weddings   Reunions  
 Rehearsal Dinners   *Perfect For*   Potlucks & Picnics  
 Wedding Showers   Baby Showers   Graduations   Company Meetings

Book a Tour

## EVENT SPACE & DETAILS

Seating for 100 People or Open House Style  
Space ready with tables & chairs  
Access to Planning Software  
Full-Day Weddings get a final event walkthrough & on-site planning meeting  
Kitchenette

**OR**

Full Bar with Wine + Beer +Cocktails for Purchase

**OR**

## Food Options

or

(no on-site cooking - only warming)

**Kitchenette** with oven, sink, refrigerator, microwave & stove.

Events without alcohol, will have a manager on call on the property to check-in. Events with alcohol will have a bartender/manager on-site at the venue during bar hours.

Wifi available. Bluetooth connected to Speaker can be used free of charge for soft sound/back round music.

Can add Portable TV's for presentatons for extra charge of \$75 per TV STAND

Email us at [events@theretreatbybluehaven.com](mailto:events@theretreatbybluehaven.com) with the event date, hours, and name/email for renters. We will then send out an electronic contract and invoice to secure the date. We require a 50% retainer to book a date, the remaining amount is due 90 days prior to the event, Any payments made are non-refundable upon cancellation.

Prices are subject to change unless booked and locked in

## DRINK & BAR OPTIONS

## ALL VENUES

All Blue Haven Barn and The Atrium rentals include a staffed bar. At The Retreat a mobile bar may be added.

We would love to discuss special requests and are flexible with how the bar is handled, including drink tickets, sponsored kegs, champagne toasts, bottles of wine, etc.

All glassware is provided by Blue Haven Barn and The Atrium for purchased beverages.

## Cash Bar

Cash Bar means your guests purchase their own drinks at their expense. This means you have no further charges from the venue besides the rental payments/add-ons. No gratuity is owed by renter on cash bars.

## Beer

A variety of popular bottled and tap beers are available, including:  
domestics, imports, seasonal, and craft beers

Keg purchases are approximately \$400.00 for most domestic beers, *Please inquire for exact quote.*

## Liquor

Our mixologists can mix up any of your favorite cocktails - including Moscow Mules, Margaritas, etc.

Our venue holds a full liquor license . We carry most popular brands of liquor.

## Wine + Champagne

A variety of house wines and champagnes available by the glass or bottle.

Champagne Toast - \$30/bottle or \$8/person with glasses at tables and pouring service.

House Wine - \$30/bottle. Inquire for non-house wine prices.

Patio bar can be set-up and staffed for \$200 for a 2 hours of social hour (weather dependent June - Sept).

## Beverage Stations + Other Add-On Options

Non-alcoholic beverage station served in three -3 gallon containers includes:

Lemonade, Pink Lemonade, Ice Tea - Cost \$200 (includes cups) | (The Retreat - \$40 for a 5 gal container)

Alcoholic Beverage Station (3 gal. container) Sangrias, Margarita, Mimosas, Moscow Mules, etc. - \$250  
Unlimited Coffee Station - \$100 | (Retreat \$75 Large Coffee Container) | Hot Chocolate and cider stations - \$125/container

Soda and juices available for purchase | Italian Soda Bar available with multiple flavors - \$250

Unlimited Open Soda for \$1/person | \$4/person dry bar | Pop and Water by the case (24 pack) - \$24

Mimosa or Bloody Mary toppings - price varies

## Drink Tickets

Drink Tickets can be pre-purchased for \$7 + tax & gratuity or bar staff can tally drink tickets turned in at end of the event for cost of the beverage ordered.

## Open Bar Options

## PARTIAL OPEN BAR

Open Bar to a certain dollar amount or certain amount of time  
or open bar for certain drinks for example, BEER + WINE ONLY

**OR**

CONSUMPTION OPEN BAR

Bartenders add each drink ordered to a bar tab for payment at the end of the event.

**OR**

ALL YOU CAN DRINK - OPEN BAR

\$35/person over 21 years old for 7 hours of open bar. Kids Drink Free.

Cost decreases with hours - Inquire for more information and specifics

Prices are subject to change unless booked and locked in

# Commonly Asked Questions

## **When can rehearsal be done?**

Rehearsal typically happens the same day as the rental either in the morning or afternoon as both Fridays and Saturdays are reserved for weddings. Friday wedding rentals do have the option to add Thursdays for \$850. Friday/Saturday/Sunday weddings can also rent The Retreat for rehearsal dinner and practice outside.

## **Do you have a rain plan?**

Blue Haven Barn/The Atrium have the option to move the ceremony in-doors. We also include a standard flip after the ceremony free of charge. The Retreat can also move inside but we do not provide assistance.

## **What are the average prices of the bar?**

Beer runs between \$5-\$7. Mix drinks/wine start at \$7 up to \$12 for signature drinks like Cosmos & Top Shelf Drinks. Soda is \$2. See bar page for more options. Anything sponsored or hosted by the renter, will incur 20% service charge.

## **What is a bar minimum and bar service charge?**

We have a \$1000 bar minimum. This is typically easily met as all of your guests ordering drinks from the bar + host beverages all count toward meeting your bar minimum for the day. We also add 20% service charge/gratuity to all hosted /add-on items.

## **What is a dry bar?**

A dry bar is where no alcohol is served at all during the event. We do have a \$1000 fee for all dry bars. This fee doesn't apply to The Retreat.

## **Do you have candle or other decor restrictions?**

We require open flame candles to be 3-4 inches below the top of the vase. Any tea light candles need to be LED. All taper candles must be in hurricane vases and highly recommend plastic drip protectors under even for dripless candles. For other decor, we ask you not to adhere anything to walls or glass. We have hooks throughout the venue to help with hanging. If you must hang something on the wall, please use no damage command hooks. In addition, we do not allow helium balloons, glitter, or confetti.

## **Do you have staff here while we are getting ready?**

Yes, we have staff on-site from the time you arrive until the time you leave. The Retreat does not have staff in the building during the day only on-call on-site.

## **When does the bar open?**

The bar can open at any time during the day upon request at Blue Haven Barn/The Atrium. Typically, besides morning room beverages (mimosas, beer on ice), bar opens at noon. Couples can also choose to not open the bar until after the ceremony. Retreat bar opens once guests arrive, if added.

## **Can I bring outside drinks?**

No, you may not bring outside alcoholic or non-alcoholic beverages with the exception to morning single serve coffees/beverages and at the Retreat if your event is non-alcohol only option. In fact, if outside alcohol is discovered you may be charged per occurrence so ensure your bridal party knows the rules. We are strict as we are required to monitor per state law due to our liquor license.

## **Can I bring outside food?**

Blue Haven Barn & The Atrium allow breakfast and lunch food items to be brought for those getting ready during the day but the main meal must be sourced via our in-house source (Chef Tyler). The Retreat is open to bringing in any types of food as long as you clean up.

## **Do you recommend certain DJs at your venues?**

On our websites, we have a recommended list for DJs although you may choose outside that list. At the Atrium, we highly recommend the DJ to have 3 speakers since it is such a large space in order to hear speeches. Those on our list provide great sound.

## **What is the cancellation/postponement policy?**

Regardless of reason, events that are cancelled or postponed forfeit the deposit/retainer made when booking. Under some serious scenarios, we have offered off-season dates with no loss of deposits for postponements. This is upon venues discretion.

## **Can I self-cater?**

The Retreat is the only venue that allows self-catering. Blue Haven Barn & The Atrium is in-house menu only (no exceptions). Menu and cost are on our websites.



Blue Haven Barn and Gardens  
The Atrium at Blue Haven  
The Retreat by Blue Haven

**Main Phone/Text:** 1-605-215-1377

**Emails:**

info@bluehavenbarn.com  
events@theatriumatbluehaven.com  
events@theretreatbybluehaven.com

*Book a Tour*

