

SEPIA

WEDDING & EVENT VENUE

*Wedding
Guide*





Welcome to

SEPIA

THANK YOU FOR CONSIDERING SEPIA CHAPEL FOR YOUR SPECIAL DAY! OUR SPACE IS THE PERFECT BLEND OF OLD MEETS NEW, WITH THE ELEVATED VIBE YOU ARE GOING FOR. THE BUILDING WAS ORIGINALLY CONSTRUCTED IN 1891 AS ST. LUKE'S CHURCH AND TRANSFORMED INTO THE GORGEOUS SPACE IT IS TODAY IN 2017.

WHILE MANY HISTORIC ELEMENTS WERE PRESERVED THROUGHOUT THE RENOVATION, MUST-HAVE DESIGN ELEMENTS WERE INTRODUCED FOR TODAY'S MODERN COUPLE. OUR VENUE IS KNOWN FOR ITS 24-FOOT INDOOR WATERFALL, VAULTED CEILING, AND STUNNING CRYSTAL GLOBE CHANDELIERS. THE BUILDING, IN ALL ITS GLORY, IS LISTED ON THE PRESTIGIOUS U.S. NATIONAL REGISTER OF HISTORIC PLACES AND WAS AWARDED "BEST INTERIOR HISTORIC RENOVATION" BY WISCONSIN MAIN STREET IN 2017.

OUR TEAM CARES DEEPLY ABOUT MAKING YOUR WEDDING DAY ONE OF THE BEST DAYS OF YOUR LIVES AND ARE READY TO WALK BESIDE YOU ON YOUR WEDDING JOURNEY.

Investment

INVESTMENT

FIFTEEN-HOUR VENUE RENTAL (9 AM - MIDNIGHT)

PRIME SEASON (MAY-OCTOBER)

SATURDAY \$6,500

FRIDAY \$6,000

OFF-SEASON (NOVEMBER-APRIL)

SATURDAY \$6,000

FRIDAY \$5,500

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- HOLIDAYS & HOLIDAY WEEKENDS ARE SET AT PRIME RATES WITH AN ADDITIONAL 20% SERVICE CHARGE
 - CLIENTS WHO ARE ACTIVE DUTY MILITARY & VETERANS RECEIVE A 5% DISCOUNT OFF THE VENUE RENTAL (MUST PRESENT MILITARY I.D. AT TIME OF BOOKING)
 - SUBJECT TO SALES TAX (ACCEPTING CASH, CREDIT CARDS, & CHECKS)



Amenities & Inclusions

AMMENITIES

- EXCLUSIVE USE OF THE VENUE SPACE
 - MAXIMUM CAPACITY OF 300 SEATED GUESTS
 - BALCONY & LOWER-LEVEL CHANGING SUITES
 - BALCONY WITH LOUNGE SPACE
 - SIGNATURE 24-FOOT WATERFALL BACKDROP
 - 8-FOOT CRYSTAL GLOBE CHANDELIERS
 - ORIGINAL HARDWOOD FLOORS
 - HANDICAP ACCESSIBILITY
 - FOYER WITH FIREPLACE SET IN 100+ YEAR OLD ALTAR WOOD
 - LOCATED NEAR EAST TWIN RIVER, NESHOTAH BEACH, LAKE MICHIGAN, AND POINT BEACH STATE FOREST
-

INCLUSIONS

- OVER 8,400 SQUARE FEET OF EVENT SPACE
- E-PLANNING GUIDE & ONE-HOUR EVENT PLANNING SESSION
- ONE-HOUR WEDDING REHEARSAL
- CHIAVARI CHAIRS, DINNER TABLES, & COCKTAIL TABLES
- WEDDING ARCH & HOUSE DECOR
- PYLON & MIRROR X PHOTO BOOTHS WITH ADD-ON OPTIONS
- FULLY STOCKED BAR WITH BEVERAGE SERVICE
- EVENT STAFF WITH WATER SERVICE DURING DINNER



Balcony Lounge & Changing Suite

ONCE A CHOIR LOFT, OUR BEAUTIFUL BALCONY OVERLOOKS THE GRAND ROOM AND IS HOME TO A COMFORTABLE LOUNGE AREA AND OUR UPPER-LEVEL CHANGING SUITE. THE LOUNGE AREA--FURNISHED WITH COUCHES, CHAIRS, AND COFFEE TABLES--WILL PROVIDE YOUR WEDDING PARTY AND GUESTS WITH AN AREA TO SIT AND RELAX. THE BALCONY CHANGING SUITE CONSISTS OF TWO SEPARATE ROOMS: A BEAUTY ROOM AND A DRESSING ROOM. HERE, THE BRIDE OR GROOM AND THEIR WEDDING PARTY CAN COMFORTABLY PREPARE FOR THE UPCOMING DAY.





Lower-Level Changing Suite

THE LOWER-LEVEL CHANGING SUITE IS A PRIVATE AREA AWAY FROM GUESTS THAT IS MADE UP OF NEARLY 825 SQUARE FEET OF SPACE. THE BEAUTY ROOM INCLUDES A FOUR-CHAIR VANITY STATION, MIRRORS, AND LIGHTING AND OUTLETS FOR HAIR AND MAKEUP PREPARATIONS. THE DRESSING ROOM FEATURES A FULL-LENGTH MIRROR, A 74-INCH TALL CLOTHING RACK, AND A MANNEQUIN TO HANG YOUR WEDDING DRESS. THE LOUNGE AREA SERVES AS A SPACE FOR THE BRIDE OR GROOM AND THEIR WEDDING PARTY TO RELAX AND ENJOY COMPLIMENTARY COFFEE AND SNACKS.





Ceremony

THE SEPIA TEAM WILL BE RESPONSIBLE FOR SETUP AND TAKEDOWN OF TABLES, CHAIRS, AND HOUSE DECOR FOR YOUR CEREMONY. THE WEEK OF YOUR WEDDING, OUR TEAM WILL COORDINATE A ONE-HOUR WEDDING REHEARSAL AND WILL BE PRESENT ON YOUR WEDDING DAY TO HELP MANAGE THE TIMELINE, AID THE WEDDING PARTY DOWN THE AISLE, FACILITATE THE ROOM FLIP, AND KEEP THE VENUE TIDY.

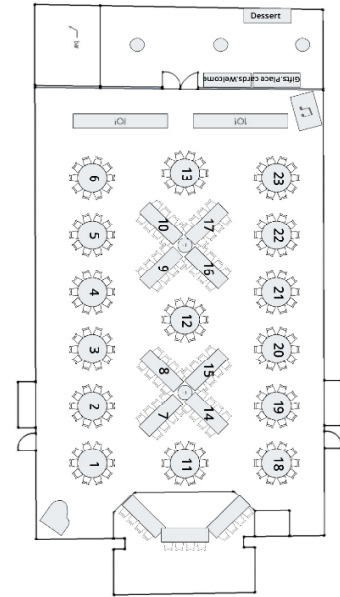
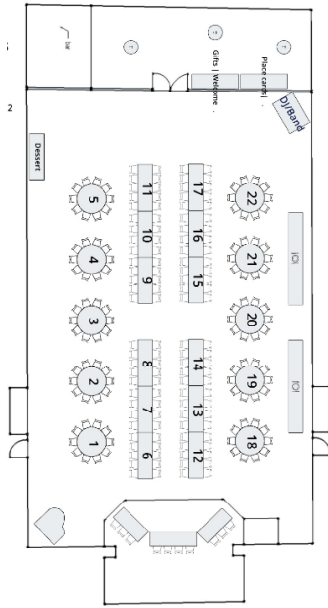
FOR COMFORTABLE SEATING, MAXIMUM CAPACITY FOR A RECEPTION IS 300 GUESTS. SIMPLY SHARE YOUR WEDDING VISION DURING YOUR PLANNING

SESSION, AND WE WILL STYLE THE EVENT ACCORDINGLY. SIMILAR TO CEREMONIES, OUR TEAM WILL HANDLE THE SETUP AND TAKEDOWN OF TABLES, CHAIRS, AND HOUSE DECOR. IF YOUR CEREMONY AND RECEPTION ARE BOTH HELD AT SEPIA CHAPEL, A FULL HOUR IS NEEDED TO FLIP THE ROOM AFTER INDOOR PHOTOS ARE COMPLETE. PLEASE BE ADVISED THAT ALL GUESTS MUST EXIT THE GRAND ROOM AT THIS TIME.

Reception

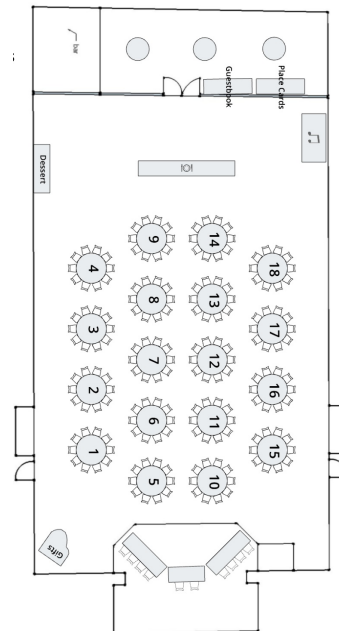
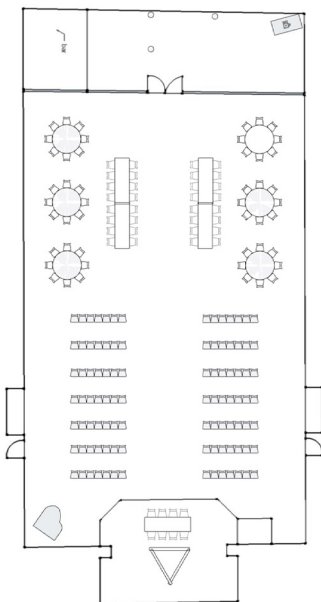






MORE SAMPLE LAYOUTS ARE AVAILABLE IN THE E-PLANNING GUIDE YOU WILL RECEIVE AFTER BOOKING. YOUR CEREMONY, DINNER, & RECEPTION LAYOUTS ARE CHOSEN DURING YOUR EVENT PLANNING SESSION & MODIFIED TO MEET THE NEEDS OF YOUR WEDDING.

SAMPLE
Dinner
Layouts



Wedding Arches

HEXAGON



COPPER ARCH



DOUBLE DIAMOND



PEAK





House Decor

SEPIA CHAPEL OFFERS OUR COUPLES EXCLUSIVE USE OF AN ARRAY OF HOUSE DECOR. OUR COMPLIMENTARY DECOR CAN HELP YOU SAVE MONEY BY AVOIDING THE COST OF BUYING INDIVIDUAL AISLE DECOR AND TABLE CENTERPIECES. ENHANCE THE VISUAL APPEAL BY SIMPLY ADDING EYE-CATCHING FLORALS, FLOWING GREENERY, AND/OR ADDITIONAL DECOR FOR A PERSONAL TOUCH AND POLISHED LOOK. MOREOVER, THE SEPIA TEAM IS RESPONSIBLE FOR SETUP AND TAKEDOWN OF HOUSE DECOR, ALLOWING YOU MORE TIME TO FOCUS ON OTHER IMPORTANT ASPECTS OF YOUR WEDDING. AFTER BOOKING, REQUEST A LIST OF OUR HOUSE DECOR TO REVIEW AS YOU PLAN FOR YOUR BIG DAY.





Add Ons

DINNERWARE

GOLD OR SILVER RIM DISPOSABLE DINNER SET	\$2 / SET
GOLD OR SILVER RIM DISPOSABLE DESSERT SET	\$1 / SET
WHITE CERAMIC DINNERWARE & CUTLERY	\$4 / SET
GOLD OR SILVER CHARGER PLATE RENTAL	\$1 EACH

- DISPOSABLE DINNER SET: DINNER PLATE & CUTLERY
- DISPOSABLE DESSERT SET: DESSERT PLATE, FORK, & COCKTAIL NAPKIN
- SEPIA CHAPEL IS NOT RESPONSIBLE FOR HANDLING DINNERWARE PROVIDED BY THE CLIENT, CATERER, OR THIRD-PARTY PROVIDER
- DINNERWARE NOT RENTED/PURCHASED THROUGH SEPIA CHAPALE MUST BE WASHED OFF-SITE.

LINENS

TABLECLOTHS, NAPKINS, RUNNERS, & DRAPERY

*PRICES AVAILABLE AT WWW.RUBYDESIGNONLINE.COM

ARTIFICIAL FLORALS

FULL FLORAL & GREENERY WEDDING ARCH	\$200
FLORAL SWAG WEDDING ARCH	\$200
CENTERPIECE FLORALS & GREENERY	\$100

EQUIPMENT RENTAL

PA SYSTEM (SPEAKERS & 2 MICROPHONES)	\$300
UPLIGHTING (SET OF 8)	\$100
PROJECTOR & SCREEN	\$100

VENUE RENTAL EXTENSION

REHEARSAL (ABOVE & BEYOND 1-HR TIMEFRAME)	\$150 / HR
EARLY ARRIVAL (NO EARLIER THAN 8AM)	\$150 / HR
LATE DEPARTURE (NO LATER THAN 1AM)	\$500

Photo Booth

INCLUDED WITH YOUR VENUE RENTAL IS OUR SIX-FOOT TALL, INTERACTIVE, MIRROR PHOTO BOOTH MADE FROM TEMPERED GLASS.

- PASSWORD-PROTECTED DOWNLOADS OF ALL PHOTOS FROM YOUR EVENT
- ALLOWS YOUR GUESTS THE ABILITY TO TEXT AND SHARE PHOTOS IN REAL TIME

ALL-INCLUSIVE RENTAL PACKAGE: \$200 PER HOUR (MINIMUM 2 HOURS)

- PASSWORD-PROTECTED DOWNLOADS OF ALL PHOTOS FROM YOUR EVENT
- ALLOWS YOUR GUESTS THE ABILITY TO TEXT AND SHARE PHOTOS IN REAL TIME
- CUSTOMIZABLE OVERLAYS/FRAMES FOR YOUR WEDDING DAY
- PHOTO BOOTH ATTENDANT, BACKDROP, AND USE OF PREMIUM PROPS
- UNLIMITED 4X6-INCH, QUALITY-GRADE PRINTS

RENTAL PACKAGE ADD-ON: \$100 PHOTO ALBUM

THE PHOTO BOOTH ATTENDANT WILL ADD A COPY OF EACH PRINT TO A PHOTO ALBUM (YOUR CHOICE OF BLACK OR WHITE), WHILE GUESTS LEAVE A MESSAGE FOR THE NEWLYWEDS.



Beverage Packages

OUR BEVERAGE PACKAGES OFFER COUPLES FLEXIBILITY AND AN OPTION FOR ALL BUDGETS. CHOOSE TO PAY PER DRINK WITH A HOSTED BAR, CHOOSE TO PAY A FLAT RATE PER PERSON WITH AN ALL-INCLUSIVE PACKAGE, OR CHOOSE A CASH BAR WHERE GUESTS MAY PURCHASE THEIR OWN BEVERAGES.

OPTION #1: HOSTED BAR

PAY PER DRINK - HOST A FULLY-STOCKED BAR FOR UP TO A SPECIFIED DOLLAR AMOUNT OR A TIME FRAME

OPTION #2: ALL-INCLUSIVE PACKAGES

PAY PER PERSON - UNLIMITED BEVERAGES BASED ON THE LEVEL YOU CHOOSE (2-HOUR MINIMUM)

PREMIER LEVEL

TAP BEER (2 CHOICES)
PREMIUM LIQUOR
ANY BEVERAGE OF CHOICE
(EXCLUDES SHOTS)

2 HRS = \$25 PP
EACH ADDTL HR = \$4 PP
FULL DAY (7-HR MAX) = \$40 PP

MID-LEVEL

TAP BEER (2 CHOICES)
WELL LIQUORE
HOUSE WINE (3 CHOICES)
HARD SELTZERS
SOFT DRINKS

2 HRS = \$20 PP
EACH ADDTL HR = \$3 PP
FULL DAY (7-HR MAX) = \$30 PP

BASIC LEVEL

TAP BEER (1 CHOICE)
HOUSE WINE (2 CHOICES)
HARD SELTZER (1 CHOICE)
SOFT DRINKS

2 HRS = \$15 PP
EACH ADDTL HR = \$2 PP
FULL DAY (7-HR MAX) = \$20 PP

RATES FOR ALL-INCLUSIVE PACKAGES ARE BASED ON THE FINAL GUEST COUNT THAT IS PROVIDED 3 WEEKS BEFORE THE EVENT AND INCLUDE ALL GUESTS AGES 5 & OVER. CHILDREN 4 & UNDER ARE FREE.

OPTION #3: CASH BAR

GUESTS WILL PAY & TIP THE BARTENDERS DIRECTLY.

BEVERAGE ADD-ONS

MIMOSA BAR: 1-HOUR MIMOSAS FOR THE MORNING OF EVENT - \$12 PP (5-PERSON MINIMUM; INCLUDED WITH PURCHASE OF A PREMIER OR MID-LEVEL PACKAGE FOR YOU & YOUR GUESTS)

HOUSE WINES: \$24 / BOTTLE (CABERNET, CHARDONNAY, PINOT GRIGIO, PINOT NOIR, & MOSCATO)

TAP BEER: \$350 / HALF BARREL KEG (BUSCH LIGHT, MICHELOB ULTRA, MILLER HIGH LIFE, MILLER LITE, SPOTTED COW, COORS LIGHT, BUDWEISER, & BUD LIGHT)

SERVICE CHARGE: 18% SERVICE CHARGE IS AUTOMATTICALLY ADDED TO ALL BEVERAGE PACKAES & ADD-ONS, EXCLUDING CASH BAR

IMPORTANT NOTICE: IN THE EVENT OF A SHORTAGE, SEPIA RESERVES THE RIGHT TO SUBSTITUTE BEVERAGES WITH AN EQUIVALENT BEVERAGE SOLEY AT OUR DISCRETION. SEPIA CARRIES A CLASS B LIQUOR LICENSE & BY LAW, MUST BE THE EXCLUSIVE PROVIDER OF ALL ALCOHOLIC BEVERAGES SERVED ON THE PREMISE. NO BEVERAGE CARRY-INS (ALCOHOLIC OR NON-ALCOHOLIC) ARE PERMITTED & WILL BE CONFISCATED. OFFENDERS WHO DISREGARD THIS RULE MAY BE ASKED TO LEAVE. OUR BARTENDERS CLOSELY MONITOR THE CONSUMPTION RATE OF EACH GUEST AND WILL NOT SERVE ANYONE THEY BELIEVE TO BE HIGHLY INTOXICATED. LAW ENFORCEMENT MAY BE CALLED IF AN INTOXICATED PERSON BECOMES UPSET AND/OR NON-COMPLIANT. BECAUSE WEDDINGS ARE PRIVATELY-HELD EVENTS, YOU ASSUME RESPONSIBILITY OF ALL YOUR GUESTS. EVENT INSURANCE IS NOT REQUIRED BUT HIGHLY RECOMMENDED. IF YOU WOULD LIKE TO HOST AN EVENT WITHOUT ALCOHOL, PLEASE CONTACT US FOR AN ESTIMATE.

Local Vendors We Love

CATERERS

BIEBEL'S CATERING & RENTAL
GREEN BAY, WI
(920) 468-6828

HEIRLOOM KITCHEN CO.
LITTLE CHUTE, WI
(920) 202-8298

RENARDS CATERING
GREEN BAY, WI
(920) 432-6116

SMILING MOOSE
SALOON & GRILL
NEWTON, WI

(920) 726-4311
THREE GUYS & A GRILL
ELKHART LAKE, WI

LODGING

COBBLESTONE
HOTEL & SUITES
TWO RIVERS, WI
(920) 553-3632

LIGHTHOUSE INN
TWO RIVERS, WI
(920) 793-4524

RED FOREST
BED & BREAKFAST INN
TWO RIVERS, WI
(920) 793-1794

PARTY EQUIPMENT/ DECOR RENTAL

RUBY DESIGN, LLC
GREEN BAY, WI
(920) 497-8309

PHOTOGRAPHERS

CZ PHOTOGRAPHY + FILM
MANITOWOC, WI
(920) 323-6763

LAURA LYNN RHODE
PHOTOGRAPHY
OCONTO, WI
(715) 938-6680

LUKE COLLINS
PHOTOGRAPHY
DOOR COUNTY, WI
(920) 473-0647

VIDEOGRAPHER

MILLER HIGHLIGHTS
TWO RIVERS, WI
(920) 309-6814

DJ SERVICES

ADVANCED ENTERTAINMENT
DJ SERVICE
TWO RIVERS, WI
(920) 901-2778

MUSICBOX ENTERTAINMENT
MUKWONAGO, WI
(414) 460-6939

LIVE MUSICIAN

JILL GROHUSKY -
HARPIST, PIANIST
DE PERE, WI
JILLGROHUSKY@GMAIL.COM

OFFICIANT

FROM THE HEART
TWO RIVERS, WI
(920) 901-8349

REHEARSAL DINNER

BRICK'S DOWNTOWN
BAR & GRILL
MANITOWOC, WI
(920) 374-4570

COURTHOUSE PUB
MANITOWOC, WI
(920) 686-1166

PORT SANDY BAY
TWO RIVERS, WI
(920) 793-2345

TIME OUT SPORTS BAR & GRILL
MANITOWOC, WI
(920) 686-1380

WATERFRONT WINE BAR
MANITOWOC, WI
(920) 652-9466

COCKTAIL HOUR

COOL CITY
BREWING COMPANY
TWO RIVERS, WI
(214) 215-4642

THE WAVERLY INN
PUB & PIZZERIA
TWO RIVERS, WI

FLORISTS

THE FLOWER GALLERY
MANITOWOC, WI
(920) 684-3351

THE RUSTIC ROSE
FLORALS & GIFTS
MANITOWOC, WI
(920) 374-4730

IMPORTANT NOTICE: THE ABOVE LIST OF THIRD-PARTY VENDORS ARE PURELY RECOMMENDATIONS. NO RELEVANT FINANCIAL RELATIONSHIP EXISTS BETWEEN SEPIA AND ANY OF THE ABOVE VENDORS.

Recommended Locations

TO SHOOT YOUR WEDDING PHOTOS

SEPIA CHAPEL

WHETHER YOUR WEDDING IS PLANNED DURING THE SUMMER OR WINTER MONTHS, SEPIA CHAPEL IS A TIMELESS OPTION FOR INDOOR WEDDING PICTURES. TAKE ADVANTAGE OF THE CHAPEL'S CAREFULLY PRESERVED HISTORIC ELEMENTS, 24-FOOT WATERFALL, SOARING CEILING HEIGHTS, AND GLAMOROUS CHANDELIERS.

POINT BEACH STATE FOREST (10-MINUTE DRIVE)

THIS WISCONSIN STATE PARK OFFERS SIX MILES OF LAKE MICHIGAN'S SHORELINE AND MAJESTIC NATURE TRAILS. RAWLEY POINT LIGHT, LOCATED WITHIN THE STATE FOREST, IS THE TALLEST LIGHTHOUSE ON THE WISCONSIN SHORE--STANDING AT 111 FEET TALL--AND IS LISTED ON THE NATIONAL REGISTER OF HISTORIC PLACES.

SHIPBUILDERS COMPANY PARK (11-MINUTE DRIVE)

LOCATED IN THE HEART OF DOWNTOWN MANITOWOC AND LOCATED ALONGSIDE THE MANITOWOC RIVER, THIS AREA FEATURES A RADIANT WATER FOUNTAIN AND AN ARCH PERFECT FOR PICTURES. NEARBY, YOU WILL FIND WISCONSIN MARITIME MUSEUM'S USS *COBIA*, A NATIONAL HISTORIC LANDMARK.

MANITOWOC COUNTY COURTHOUSE (12-MINUTE DRIVE)

THE MANITOWOC COUNTY COURTHOUSE IS THE CENTERPIECE OF A 72-BUILDING HISTORIC DISTRICT. THIS HISTORIC SITE IS SIGNIFICANT FOR ITS BEAUX-ARTS AND NEOCLASSICAL ARCHITECTURE, WITH IT'S STONE FOUNDATION, ARCHED FIRST-FLOOR DOORS AND WINDOWS, SPANNING IONIC COLUMNS, AND AN OCTAGONAL COPPER AND STAINLESS STEEL DOME.

IMPORTANT NOTICE: EXCLUDING SEPIA CHAPEL, THE ABOVE RECOMMENDATIONS ARE LOCATIONS TO WHICH THE PUBLIC HAS ACCESS AND IS NOT EXCLUSIVELY USED FOR PRIVATE NOR PERSONAL PURPOSES.

SCHEDULE A VENUE TOUR

- TELEPHONE: (920) 905-4985
- WEBSITE: WWW.SEPIACHAPEL.COM/BOOK-A-TOUR
- EMAIL: INFO@SEPIACHAPEL.COM

BOOKING THE VENUE

- CONTACT US BY PHONE OR EMAIL TO BOOK YOUR WEDDING
- REVIEW AND E-SIGN THE AGREEMENT/CONTRACT
- MAKE YOUR 50% NON-REFUNDABLE DEPOSIT
- YOU WILL THEN RECEIVE A CONFIRMATION EMAIL SECURING YOUR DATE ONCE THE SIGNED CONTRACT AND DEPOSIT IS RECEIVED
- FOR QUESTIONS, PLEASE CONTACT US BY PHONE OR EMAIL

FOLLOW US ON SOCIAL MEDIA FOR INSPIRATION

- **FACEBOOK:** WWW.FACEBOOK.COM/SEPIACHAPEL
- **TIKTOK:** WWW.TIKTOK.COM/@SEPIACHAPEL
- **INSTAGRAM:** WWW.INSTAGRAM.COM/SEPIACHAPEL/



CAITLYN MEOLA
GENERAL MANAGER

SEPIA

WEDDING & EVENT VENUE

MAILING ADDRESS:

P.O. BOX 236, TWO RIVERS, WI 54241

STREET ADDRESS:

1820 JEFFERSON ST, TWO RIVERS, WI 54241

WEBSITE:

WWW.SEPIACHAPEL.COM

CONTACT:

920.905.4985

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