

CONFERENCES & EVENTS



Woodside Ranch

Resort and Conference Center

**WISCONSIN'S FAMOUS
GUEST RANCH**



Welcome to Woodside Ranch Resort & Conference Center, Wisconsin's famous guest ranch! Located away from the hustle and bustle of daily business, Woodside Ranch is the perfect location for your event. With year round accommodations and activities for up to 90 guests, our venue is ideal for family events as well as corporate team building, retreats and celebrations.

WOODSIDE CONFERENCE CENTER

Our newly designed conference center can accommodate groups of 90 or less and is located just miles from Wisconsin Dells. Offering high-speed Internet access and a variety of AV equipment, our Conference Center combines professional amenities with the informal atmosphere for which Woodside Ranch is famous. Your group will appreciate the comfort, privacy and convenience of our facilities.

ACTIVITIES

Woodside Ranch Resort & Conference Center offers the perfect setting for team building exercises as well as a variety of optional group activities during your event.

- Horseback Riding
- Fishing
- Canoeing
- Nature Trails
- Swimming
- Miniature Golf
- Tennis
- Volleyball
- Basketball
- Softball
- Shuffleboard
- Paddle Ball
- Horseshoes
- Line Dancing
- Cross-Country Skiing
- Snowmobiling (Bring Your Own)
- Snow Tubing
- Sleigh Rides
- ...And Much More!



GENERAL INFORMATION



ACCOMMODATIONS

Woodside Ranch offers 37 cabins and ranch house rooms located around the property. Rates are per person per day and include lodging, meals, activities and horseback riding. Woodside Ranch has a two night minimum stay. Cribs are available for \$10 per stay. Dogs are welcome in cabins. A \$10 per night surcharge will be added for each dog. State taxes apply to room charges.

All guests assume full liability and risk for all accidents and mishaps which may occur as a result of the use of any and all recreational and athletic activities and facilities.



DINING

BREAKFAST

The Sleepy Head Breakfast, a cold breakfast of cereal, juice and coffee, is from 8:30 am to 9:30 am.

BREAKFAST RIDE

Before starting your daily meetings, ride a horse or hay wagon into the back country where you will be served a hot breakfast right off the grill. The breakfast ride is at 8:00 am and 8:30 am each morning.

LUNCH

Lunch is served at 12:30 pm. The lunch bell will ring when the food is ready to be served. Please wait for the bell to ring before entering the dining room. You will be assigned a table for the duration of your stay. We will make announcements during lunch and supper regarding daily activities.

SUPPER

Supper is at 5:30 pm. The bell will ring when the food is ready to be served.

BABYSITTING SERVICES

Babysitting services are available free of charge during the day at the Little Red Schoolhouse. Please make a reservation. The Little Red Schoolhouse is located across the street from the Main Lodge.

MILEAGE INFORMATION

15 miles from Wisconsin Dells
125 miles from Milwaukee, WI
95 miles from LaCrosse, WI
105 miles from Eau Claire, WI
205 miles from Chicago, IL
205 miles from Minneapolis-St. Paul, MN

CONFERENCE FACILITIES

BUSINESS CENTER

Our Business Center is located adjacent to our Conference Center and offers high-speed wireless Internet access and copy machine use.

TRADITIONAL CONFERENCE CENTER

Our traditional but elegant conference room is the perfect size for family events as well as corporate team building, retreats and celebrations. With more than 2,000 square feet of floor space, our conference room is a highly versatile area.

THEATER/MEDIA ROOM

If your event requires state-of-the-art multimedia equipment, take advantage of our theater/media room. With blackout capabilities for projector usage, our theater is the perfect location for educational seminars, presentations, or training sessions. It's also a great place to view movies!

BUFFALO ROOM

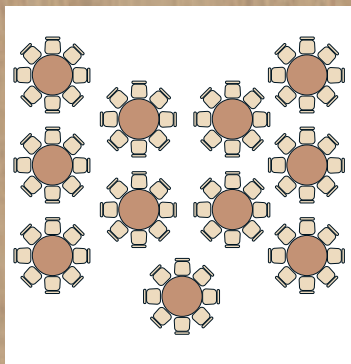
An intimate room located in the Main Lodge, this space is ideal for smaller events such as cocktail parties or appetizer receptions.

ROUNDUP ROOM

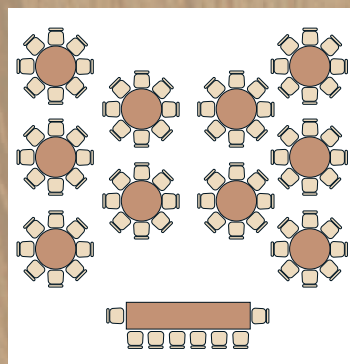
A more rustic environment located in the back of the Trading Post, the Roundup Room adds the benefit of a wetbar service area. The convenience of a full day's selection of beverages and snacks allows for the uninterrupted work of your private meetings, break-out sessions, and refreshments for family gatherings.

Room Configurations	Traditional	Theater	Buffalo Room	Roundup Room
All Rounds (8 guests per table)	88	n/a	n/a	60
All rounds with Head Table	88	n/a	n/a	60
Half Rounds with Head Table (5 guests per table)	58	n/a	n/a	n/a
Classroom	90	n/a	n/a	n/a
Reception	200	n/a	35	200
Theater	n/a	135	n/a	n/a

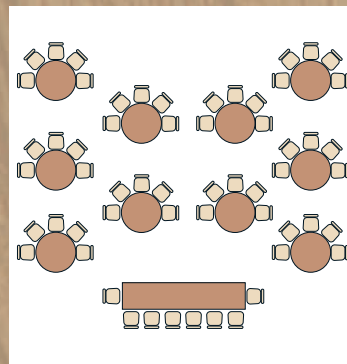
TABLE CONFIGURATIONS



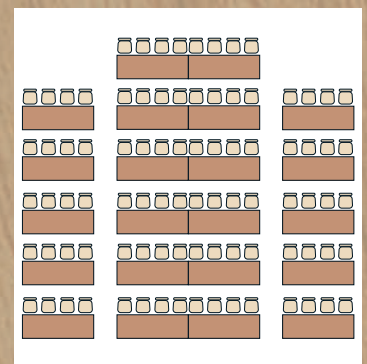
ALL ROUNDS



**ALL ROUNDS
WITH HEAD TABLE**



**HALF ROUNDS
WITH HEAD TABLE**



CLASSROOM

TERMS & CONDITIONS

ROOM ASSIGNMENT & SET-UPS

If your party does not evacuate the room at the time indicated on the contract, a fee of \$25 per 30 minutes, \$50 per hour, will be applied. We reserve the right to charge an additional service fee for setting up a function with extraordinary requirements. Final set-up is required one (1) week before the function date. In addition, customized event decorating is available with advance reservations.

EQUIPMENT

All equipment should be rented from Woodside Ranch. If you bring your own equipment, please notify Woodside Ranch one (1) week prior to the function.

SMOKING

Wisconsin state law does not permit smoking inside any facilities located on the Woodside Ranch Resort & Conference Center property including but not limited to the conference center, media/theater room, cabins, ranch house, ranch house rooms, etc. Smoking is only permitted in designated outdoor areas.

ALCOHOLIC BEVERAGES

Wisconsin law prohibits the sale and/or service of alcoholic beverages to anyone under the age of 21 years. Two forms of identification may be required at the discretion of Woodside Ranch. No alcohol may be brought into the conference facilities unless purchased from Woodside Ranch. Private bars may be closed early at management's discretion.

DAMAGES

Woodside Ranch does not permit affixing nails, staples, thumbtacks, tape or any other substance to the walls, floors or ceilings.

Patrons agree to be responsible for any damages to the premises or equipment by members, guests, invitees or outside groups contracted by the patron during the events at Woodside Ranch. Woodside Ranch is not responsible for the damage or loss of items stored or displayed on the premises.

A penalty of \$25 per 30 minutes, \$50 per hour, will be charged to the patron for additional clean-up.

SHIPPING & RECEIVING

If you need to ship materials to Woodside Ranch, please mark your packages as follows:

Woodside Ranch Resort & Conference Center
ATTN: (Your Company's Name/Arrival Date)
W4015 State Road 82
Mauston, WI 53948

Return shipping for all items are the sender's responsibility. All items must be removed upon departure.

DEPOSITS & CANCELLATION POLICY

PROPOSALS & CONTRACTS

Proposals are an estimated price quote based on the information the customer has provided. Once a proposal is made, we will hold the conference facility for one (1) week. We will not reserve lodging until receipt of your signed proposal. The proposal will have an expiration date indicating the release date of the conference facility reservation. Within 24 hours of the release date, we will cancel your proposal without notification. To convert your proposal into a reservation contract you must sign the contract and submit the required deposit prior to the expiration date of your proposal. Proposals and contracts requiring revision may be subject to price quote changes.

MEETING & CONFERENCE FACILITIES

Fifty percent of all estimated charges is due after receipt of a confirmed signed contract and will be credited to the final bill with the remaining balance due at check-out.

LEISURE GROUPS DEPOSIT POLICY

Leisure groups are described as reunions, motorcoach trips, birthdays, school outings, etc. Fifty percent of all estimated charges is due after receipt of a confirmed signed contract and will be credited to the final bill with the remaining balance due at check-out.

PAYMENT

Deposits must be made by check/money order or bank certified check only. Credit cards will be accepted as final payment. For your convenience, we accept American Express, Discover, MasterCard, and Visa. A credit card is required to be on file for incidental expenses and cancellation fees.

CANCELLATION POLICY FOR CONFERENCE CENTER FACILITY & LEISURE GROUPS

If you cancel your contract up to 60 days prior to the function date you lose 50% of the deposit. You will forfeit the entire deposit if you cancel less than 60 days prior to your function date.

ACCOMMODATION DEPOSITS & CANCELLATION POLICIES

Once we receive your signed contract, we will reserve the necessary cabins and ranch rooms. We require a \$60 deposit for each person. Deposits must be made by check, money order or bank check. Credit cards (Visa, MasterCard, Discover and American Express) will only be accepted as final payment.

To cancel your reservations, you must submit a written notice of cancellation no later than 60 days prior to arrival date, otherwise the deposit is forfeited. All refundable cancellations will be assessed a processing fee of 10% of the total deposit or \$20/person, whichever is greater. There will be no cash refund for deposits. Deposit is forfeited for non-arrival or early departure.



W4015 State Road 82 E
Mauston, WI 53948

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800.626.4275
www.woodsideranch.com