

Lake Springfield Boathouse
Rental Information

Frequently Asked Questions

- Q: How many guests can I have at my event?

- A: The Lake Springfield Boathouse holds a maximum of 80 people.

- Q: How do I rent the Boathouse for my special event?

- A: Simply call our front desk at 417-891-1550 and one of our customer service representatives will work with you to find a date and take your payment over the phone. *We do not currently offer online reservations.*

- Q: How much does it cost to rent the Boathouse?

- A: The prices differ on weekdays and weekends. Please reference the following.

Monday - Thursday

Rental Block	Price
2 hours	\$200
4 hours	\$400
8 hours	\$600

Friday - Sunday

Rental Block	Price
2 hours	\$300
4 hours	\$500
8 hours	\$800

- Q: Are there any additional rental fees?

-A: There is a \$125 after-hours fee for all rentals starting before 9am or after 5pm.

- Q: How much does it cost to hold my date?

- A: We take 100% of the fee upfront when we book a reservation.

- Q: What is the refund policy?

- A: Cancellations taking place more than 30 days in advance of the rented date will be refunded 50% of their fees, while those taking place within that time frame will not be granted a refund.

- Q: What time can I rent the Boathouse?

- A: Any block of 2, 4, or 8 hours can be rented between 9:00am and 10:00pm (7 days a week).

- Q: What is included with my rental fee? What is not included?

- A: We are pleased to include tables, chairs, a kitchen area, projector and screen, small speaker and microphone available upon request. We are not able to provide linens, kitchen utensils, or decorations currently.

- Q: How many tables and chairs come with our rental?

- A: We have 19 rolling tables that are 2.5ft x 5ft, 3 serving tables that are 2.5ft x 6ft, and 90 black plastic chairs.

- Q: How do people usually set up the room for their rental?

- A: We have 4 standard layouts that are as follows: The Classic, The Ceremony, The Celebration, and The Executive. Each one has a unique design with different event types in mind.

- o The Classic ▪ This setup maximizes the amount of seating space for parties wishing to serve food. This setup is typically used for weddings and features a head table placed in front of our large picture windows overlooking the lake. Seats 80 including head table.

- o The Ceremony ▪ This is our only setup that consists of mainly chairs and is used to direct everyone's attention to a speaker located in front of the large lake view windows. Seats 80 guests.

- o The Celebration ▪ Birthdays, showers and graduation parties are cause for celebration! This room setup highlights the guest(s) of honor at the head of the room and leaves plenty of space for food, games, and gift tables. Seats 20-30 guests.

- o The Executive ▪ This business style setup is great for meetings and presentations. The white board and projector allow the speaker to use tools like power point (laptop not provided) in a professional setting.

- Q: Do you have any options for rentals with more than 80 people?

- A: Absolutely! Here are the two options: o Reserve our Northwoods Pavilion that can have up to 120 guests or rent a tent and use part of our open greenspace.

- Q: Can we have alcohol at our event?

- A: Yes, you can! There's a \$250 application fee and the renter must obtain a \$1 million insurance policy to cover any damages incurred during their event, and then have a licensed bartender

(liquor license and business license) onsite to distribute the alcoholic beverages. This can be a bit of process, but we are here to help you. Just call 417-891-1551 for assistance.

-Q: Can we put up decorations for our party?

- A: We ask that you do not hang any decorations on painted surfaces of any kind. You are welcome to hang decorations on the windows with painter's tape or command adhesive products.

- Q: Can I arrive early to set up for my event?

- A: We allow renters to arrive 30 minutes early and stay 30 minutes after their booked rental time. Please be courteous to the rental following you by having the room vacated within that time window.