

VENUE DIAGRAM

View our venue schematic to get a better idea of the space before you work here at The Oaks. These floorplans also include accurate measurements of our beams & chandeliers.

[Venue Floorplan](#)

Dimensions For Auxiliary Design Elements

[Measurements](#)

FLORISTS

Hanging Installations

With any kind of installation, we require proof of liability insurance as well as a professional strike at the end of the event. Florists will be required to bring their own ladder for installations.

Candles

All candles must be in some type of glass container for fire safety reasons. We accept glass votive candleholders, hurricane lamps or glass pillar vases. Taper candles must sit on a drip plate (with at least 2 inches of space on either side of the candle) and be contained in a glass hurricane. View an example [here](#).

BAKERS

We have limited refrigeration available on site. Please make sure you time your delivery accordingly. Reach out to a coordinator for more details. and timeline specifics.

PHOTOGRAPHERS / VIDEOGRAPHERS

Although we are located on Plum Creek Golf Course, The Oaks is not affiliated with the course. Please remain on Oaks property at all times — photos are not allowed anywhere on the golf course. We really appreciate your cooperation.

DJS / BANDS

The venue will supply linen and tables for the DJ or band. Keep in mind, we do not have any mc and sound equipment in the venue and we do have multiple room set ups throughout the venue - the Bar & Lounge (used for pre-ceremony, cocktail hour, and dancing) The Ballroom (for indoor ceremonies and dinner, speeches) and outside (for outdoor ceremonies).

LOAD IN

Please park in the roundabout in front of our building (not the roundabout where the golf carts are). Please come through the front doors. When you are finished loading in, you can park in the main lot shared with the golf course (please do not park in the deliveries lot behind the building as we have trash and delivery trucks in and out every day).

REACH OUT

If it's your first time as a vendor at our venue, please set up a time to come visit the venue in person before the event - you can reach out to info@theoaks.com to schedule a time!