

# Ostertag Vistas

## Floor Plan and Configuration Guide



### **Summary:**

This document is provided to illustrate the overall floor plan of Ostertag Vistas as well as provide sample configuration options in preparation for your event. Below are guiding principles that will help in the design of your final configuration:

- Step #1) Determine the number of guests that will attend your event,
- Step #2) Consider the location and configuration you'd like for your head table, if any,
- Step #3) Review sample configuration options provided in this document, and
- Step #4) Review the 'Summary of Tables and Chairs' section of this document.

You will be asked to define your final configuration approximately 30 days prior to your event which is typically the time a more final guest count is determined and your event planning session is scheduled. Don't worry, Ostertag Vistas is here to help! Below is additional information pertaining to head tables, beverage, cake and gift areas.

### **Head Table:**

The most space-efficient option is the use of a sweetheart table flanked with two 48" or 60" round tables. Other options include two 6' rectangular tables in front of the wagon wheel to accommodate eight, one 8' rectangular table to accommodate up to seven, or a U-shaped table using one 8' and then two 6' rectangular tables to accommodate up to 15.

### **Suggested Bar Areas:**

Suggested bar areas include in front of the milk house using Ostertag Vistas' two whiskey barrels and antique door which is placed on top. Tents, umbrellas, and patio string lights are available to the bartender if/as needed for the reception. The bar room in the lean to using a 6' bar is popular for cocktail hour; though if using the patio for a ceremony, a separate 6' table in front of the porch at the west end of the patio is a popular option. Inside the stable and Katocin Room are popular options for cooler and/or inclement weather events.

### **Cake/Dessert Locations:**

Options include using a 33" round table for a cake in the West Mow and a 4' rectangular table for any pies, cookies and/or cupcakes. The 33" round table can be moved to the center of the great room floor of the cutting ceremony. Consider a table in front of the fireplace in the great room for smaller events of less than 115 guests. The Katocin Room is another popular option.

### **Gift/Card/Guest Book Locations:**

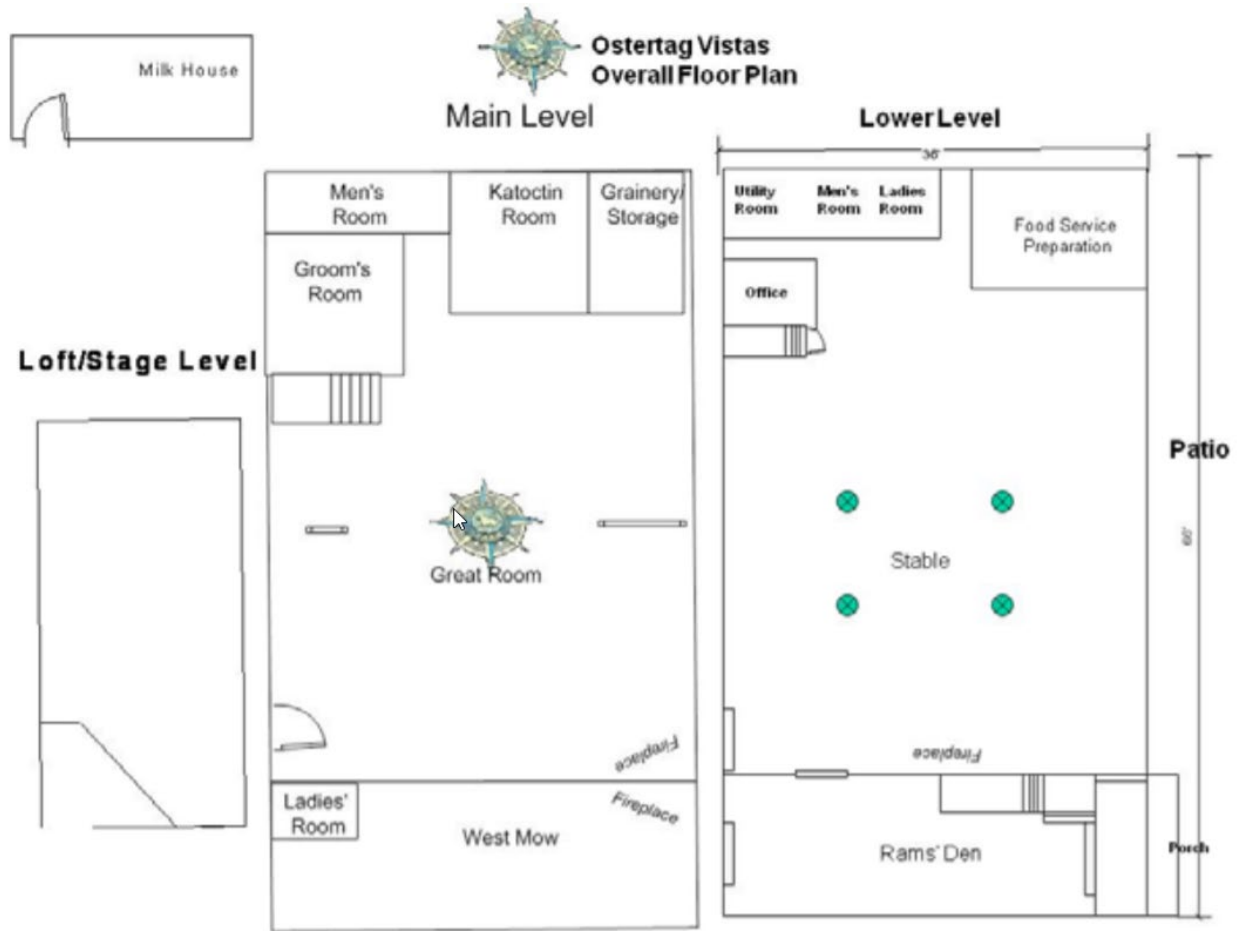
The Ram's Den or initial point of guest entry into the barn is the most popular location for gifts, cards, and guest book.

**Table Assignments:**


Table assignments must be used, and these are usually available in the location of cocktail hour. Guests like to use the time of cocktail hour to understand where they will be seated for the reception and who they may be sitting close to. The stable tends to be the most popular location for this.


**Overall Floor Plan:**

Below is an overall floor plan of the barn at Ostertag Vistas. Note this is not to scale.



## Summary of Tables and Chairs

ROUND TABLES 		
Quantity	Size	Approximate Seating per Table
16	60" diameter	8-10
11	48" diameter	6
3	33" diameter ('Sweetheart')	2
3	39" diameter	4-5

RECTANGULAR TABLES 		
Quantity	Size	Approximate Seating per Table
1	2x3' long	Used for sand ceremony, etc.
3	4' long	2-6 (Depending on if one side and/or ends are used)
1	5' long	3-8 (Depending on if one side and/or ends are used)
9	6' long	4-10 (Depending on if one side and/or ends are used)
15	8' long	4-10 (Depending on if one side and/or ends are used)

### Chairs (Note: Chairs can be upgraded if desired):

White lawn chairs are available for the ceremony and cocktail hour. (Reference photo below)

White folding padded chairs are available for the reception. (Reference photo below)



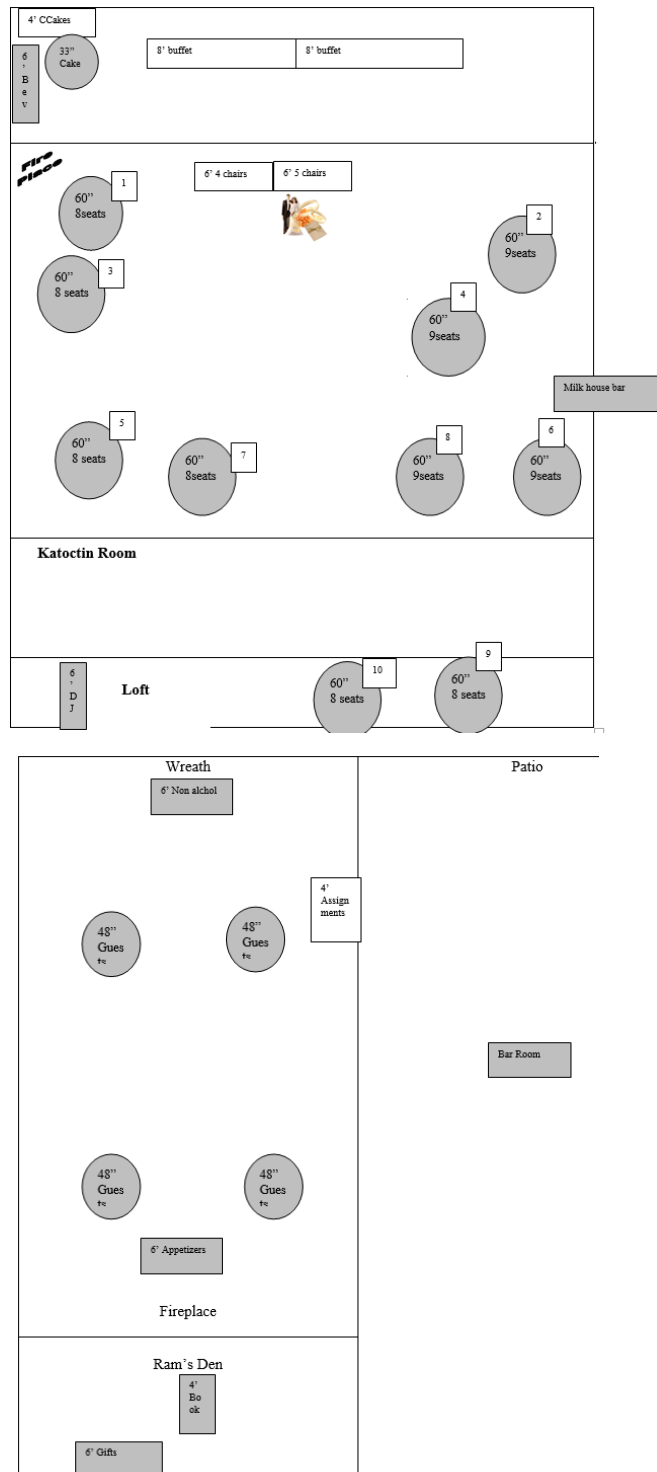
### Linens:

Linens can be provided as an option from Ostertag Vistas and placed on tables before you arrive. They can be provided by the client or by the caterer. Please consider linens are one of the first items necessary for any set up and it is advised these be the first items to arrive.

# For A Guest Count of 90

This is a comfortable configuration for a guest count of 90. The guest point of initial entry is at the Ram's Den where the guest book and gift table reside. Once the ceremony has concluded, guests return to the patio to the Bar Room and inside the stable for appetizers, to grab table assignments and use restrooms. From there, guests proceed to the upper region of the barn to prepare for the meal and events later in the evening.

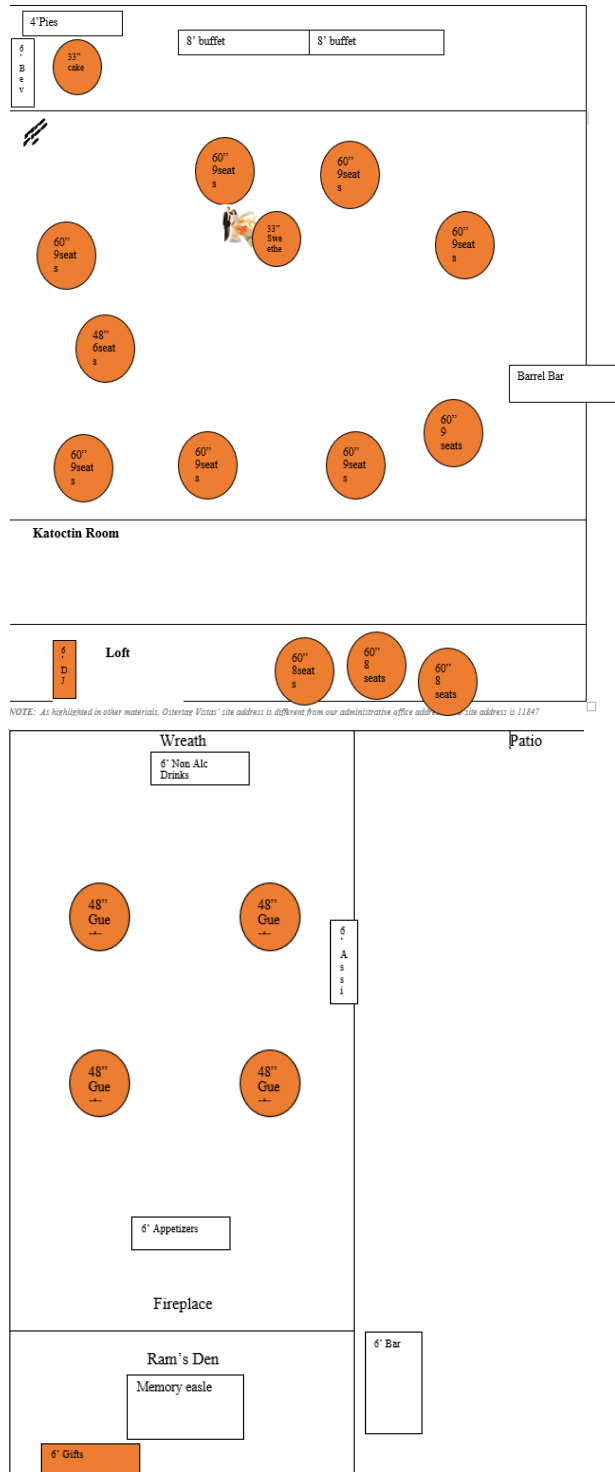
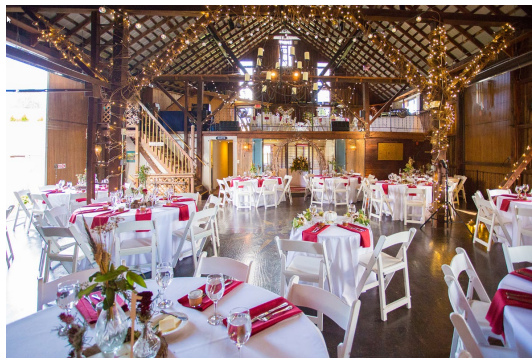
Note the head table can be configured using a sweetheart table, in a U-shape, or in a linear format. This shows a linear format. Here the 33" cake table is moved to the center of the great room floor for cake cutting and then moved back for further cutting/serving. The Katocin Room is available in the event of inclement weather where the outside bar can be moved here if needed. Otherwise the Katocin Room will not be used.



# For A Guest Count of 120

This is a comfortable configuration for a guest count of 120. The guest point of initial entry is at the Ram's Den where the guest book and memory easel reside. Once the patio ceremony has concluded, guests proceed to a 6' bar at the west-end of the patio and inside the stable for appetizers, to grab table assignments and use restrooms. From there, guests proceed to the upper region of the barn to prepare for the meal and events later in the evening.

Note the head table can be configured using a sweetheart table, in a U-shape, or in a linear format. This shows a linear format. Here the 33" cake table is moved to the center of the great room floor for cake cutting and then moved back for further cutting/serving. The Katocin Room is available in the event of inclement weather where the outside bar can be moved here if needed. Otherwise the Katocin Room will not be used.



# For A Guest Count of 170 Utilizing Three Levels within the Barn

This is a configuration for a guest count of 170 utilizing three levels within the barn. The guest point of initial entry is at the Ram's Den where the guest book and gift table reside. Once the ceremony has concluded, guests proceed to the Bar Room on the patio and inside the stable for appetizers, to grab table assignments and use restrooms. From there, the DJ announces guests to find their tables and disperse throughout three levels of the barn to prepare for the meal. A toast and first dance can occur before guests make their way to their tables. Otherwise, after the meal, those in the stable proceed to the great room for the first dance, toasts, and events for the rest of the evening. A day of coordinator is recommended.

Note the head table can be configured using a sweetheart table, in a U-shape, or in a linear format. This shows a linear format. Here the 33" cake table is moved to the center of the great room floor for cake cutting and then moved back for further cutting/serving.

