

Some helpful tips for weddings and receptions at Lutherlyn:

- *The physical address for Lutherlyn (Amphitheater, Chapel Hill, or Dining Hall) is 500 Lutherlyn Lane, Butler PA 16001. The physical address for Lakeside Chapel is Venango Lane, Prospect, PA 16052. These addresses do not work for U.S. Mail but will work for GPS and mapping programs. Directions can also be found at www.lutherlyn.com.*
- *Parking:*
 - *Amphitheater - in the field above the amphitheater (if it is dry) or in the main parking lot. PLEASE DO NOT ALLOW GUESTS TO PARK IN THE GRASS IF IT IS WET. There is room for 4 handicapped vehicles at the top of the Amphitheater steps.*
 - *Lakeside Chapel - The grass along the gravel road outside of Lakeside Chapel. (have guests enter camp at the "Lutherlyn Rustic Retreat" sign off of Route 528).*
 - *Chapel Hill - The main parking lot. There is room for 4 handicapped vehicles along the edge of the gravel road and field beyond the path that leads to Chapel Hill.*
 - *Dining Hall - The main parking lot. There is room for 2 handicapped vehicles at the driveway on the far side of the Dining hall (from the main parking lot go behind the dining hall, past the cooks entrance, and turn left towards the far side of the building). If you are dropping things off or setting up for a Dining Hall Reception, you can pull up on the gravel driveway on the far side of the building. Please do not drive on the walking paths or park in the kitchen staff parking area.*
 - *Dogwood Pavilion - in the Shaulis Field or around the Shaulis Driveway.*
- *If you choose to use the lights in the Amphitheater, the light box is at the top of the steps closest to the road. Please make sure that they are turned off when you leave.*
- *We recommend that women in the wedding party consider wearing flat shoes. High heels can be difficult on the steps and uneven stones of the Amphitheater floor, on the softer ground at Chapel Hill and on the mulch at Lakeside Chapel.*
- *The wedding party is responsible for any directional signs around camp to point your guests to the site of your wedding and/or reception.*
- *The cabin that is available for you to get ready in has a dividing wall that pulls shut to turn the cabin into 2 rooms with a bathroom on each side of the*

cabin. This is a great way for the bride and bridesmaids to get ready on one side of the cabin and the groom and groomsmen to get ready on the other side.

- In the case of an emergency or if a staff person is needed on your wedding day, the retreat host can be reached at 724-822-3715. This number is only to be used when there is no staff in the camp office.*
- If you are having your reception in the Dining Hall, most weddings choose to only use the wall lights and leave the overhead lights turned off. This is entirely up to you but the wall lights are softer and create a more formal ambiance.*
- If you are renting chairs for Lakeside Chapel or tables and chairs for Dogwood Pavilion, please let Lutherlyn know. Often rental companies come to the office by default and it is helpful if we know where to direct them.*
- If your reception is in the Dining Hall, the Fireside room will show up on your contract as a reserved space. This is for Lutherlyn and the caterer to store the salad bars and other things that would normally be in the Large Dining Room. You will not have access to the Fireside room.*
- If you would like to have a campfire during your reception please make arrangements with Lutherlyn to reserve a fire circle. There is no charge but it is the responsibility of the wedding party to build, light, and extinguish the fire. There will be wood at the fire circle. Generally, Dining Hall receptions use the fire circle next to the Dining Hall near the picnic tables and Dogwood Pavilion receptions use the fire circle near the brick path on the other side of Wallace Hall.*
- Lutherlyn's office hours are Monday-Friday, 9am-5pm. If you have additional questions or concerns please have the one contact person for the wedding call or e-mail the office. 724-865-2161 or deb@lutherlyn.com.*