



Duntroon Highlands Corporate Retreat & Events Planning Package

Please contact us with specific questions and to get a quote quickly.

Martin@DuntroonHighlands.com

- **What is the minimum and maximum number of attendees?**
 - Duntroon Highlands specializes in corporate retreats with 12 to 140 people.
- **What is the parking situation?**
 - We have parking at Duntroon Highlands near the Clubhouse for up to 75 cars. We do encourage car pooling and can accommodate all sizes of buses.
- **What are your food and beverage options?**
 - We have a comprehensive Event Menu that offers a range of meal and price options. Please contact Martin@DuntroonHighlands.com for the full Event Menu
 - Our main kitchen is located at the Clubhouse, however we can also cater events at The Barn/Pickleball Courts, which includes a bar, BBQ facilities and a bar. Please ask for more specific details and meal ideas
- **What Accessibility accommodations do you have?**
 - We offer accessible washrooms at the golf course Starter Shack
- **Is there Wifi and internet access?**
 - We have high speed internet access around the Clubhouse and The Barn. Our other event spaces are more remote with limited internet connectivity, offering guests a chance to authentically 'disconnect'.
- **Are tents available in case of inclement weather?**
 - Many of our spaces are protected from the rain however we do rent 10' x 10' as well as 10' x 20' and 40' x 40' tents.
 - Larger tents are also available for rent along with table, chairs and other event items from our local partner [Happenings Party Rentals](#)



- **What type of AV might be included, layout of the space?**
 - We can provide projector and screen for smaller groups of 30-40 people. We can also source larger AV equipment and fully managed AV set-up with our local production partner [WIN Thinking](#).
 - A range of layouts are possible in each space to accommodate speakers, projections and workgroup breakouts
 - Flipcharts are also available
 - Please let us know what you need and we will try to help!

- **What event space available, does it have windows, is there privacy, how big is the space?**
 - We have [several event and activity spaces](#), all of which of great views of the surrounding golf course and Escarpment.
 - **The Clubhouse**- can seat up to 100 in the main dining room, lower lounge and covered deck:
 - Dining Room (inside): 9m x 11m, 20 to 40 people
 - Lower Lounge (inside): 13m x 5m, 10 to 30 people
 - Deck (outside): 9m x 6m, 10 to 30 people
 - **The Barn**- a rustic setting just off the 1st fairway and beside the pickleball courts offers a great relaxed setting that can be setup specifically for your corporate event. Add a band, food truck-style food and more! 18m x 20m, 30 to 140 people
 - **The Fairway Patio**- located outside just in front of the Clubhouse and overlooking the 18th fairway, the patio is a fun place to enjoy a great BBQ, fire, speeches and lots of fun. 12m x 24m, 30 to 100 people
 - **The Highlands House**- Its inspiring setting overlooking fields and South Georgian Bay is incredibly unique, with a Dining Pavilion, Activity Area and orchard make for an unforgettable setting for your nature-inspired retreat. A range of unique events have been hosted at [The Highlands House](#) so a wide variety of options are available to you.

- **What is the starting price for the packages?**
 - Corporate Events start from \$100 per person. This basic package includes lunch, morning and afternoon refreshments and a meeting space.
 - Facilitated Corporate Retreats start from as low as \$195 per person. This includes lunch, morning and afternoon refreshments, meeting space, outdoor classroom space and a expertly facilitated Learning module by Master Trainer Dan Alvo.
 - All other activities and add-ons are extra

- **What are taxes and gratuity fees?**
 - GST is added to all quoted prices. Gratuity of 18% is added to all food and beverage charges.



- ***What add-ons can be considered?***
 - With the entrepreneurial, wellness-focused energy in Collingwood and The Blue Mountains, there are so many different add-ons! This includes the following that can be provided on-site at Duntroon Highlands:
 - Golf 9 or 18-hole
 - [Pickleball](#)
 - [Walk of the Highlands Art & Tree Trail](#)
 - Yoga, Meditation or Nature Therapy
 - Biking
 - Forest Foraging
 - Disc Golf
 - DJ or local band

- ***What is the cancellation policy?***
 - A 25% deposit of the quoted price is required to confirm your retreat reservation. If cancelled before 90 days the deposit is fully 100% refundable minus the 3% refund fee. If cancellation occurs 30-89 days, 50% of the deposit is refundable minus the 3% refund fee. If cancellation occurs 15-29 days, 25% is refundable minus the 3% refund fee. If cancelled 14 days or less before the event, there is no refund.

- ***Is there on-site accommodation?***
 - We are located on the Niagara Escarpment which is protected by the Niagara Escarpment Plan and its designation as a UNESCO Biosphere Reserve. As a result, we do not offer accommodation for larger groups. But we do have accommodation partnerships in Collingwood and The Blue Mountains. Please ask about our recommendations.

- ***What times of year are best for corporate retreats and events at Duntroon Highlands?***
 - Prime time for organizing events and retreats at Duntroon Highlands is end of May until the end of September. During this time, you have the best odds of nice weather and the course as well as the other activity areas are in prime condition.
 - We are fortunate to have a light breeze blowing through most parts of the golf course, which means that bugs are a limited nuisance, especially when compared to golf course and event spaces located near lakes and larger wetlands.

- ***What do I need to do to confirm the event?***
 - A 25% deposit of the quoted price is required to confirm your event reservation.



- **What could a potential agenda look like for a facilitated corporate retreat?**

- | • Activity | • Details | |
|------------------------------|--|--|
| • 8:30 – 9:00 AM | • <i>Arrival & Registration</i> | • Front reception |
| • 9:00 – 9:45 AM | • <i>Welcome & Opening Circle</i> | • Gather in a scenic outdoor space for introductions and an energizing icebreaker to set the tone for the day. |
| • 9:45 – 11:00 AM | • <i>Storytelling Masterclass</i> | • Learn the art and power of storytelling as we dive into key concepts and frameworks, with insights to elevate your communication set in unique outdoor classrooms. |
| • 11:00 AM – 12:00 PM | • <i>Breakout Exercise</i> | • Break into small groups to apply the morning's lessons and brainstorm creative solutions in a dynamic, hands-on session. |
| • 12:00 – 1:00 PM | • <i>Lunch & Reflection</i> | • Enjoy a relaxed lunch while reflecting on the morning's learning and connecting with colleagues in the open air. |
| • 1:00 – 2:00 PM | • <i>Nature Trail Story Exercise</i> | • Embark on a nature walk designed to spark creativity and provide inspiration for crafting impactful stories. |
| • 2:00 – 3:30 PM | • <i>Learn & Apply: Storytelling in Action</i> | • Put your storytelling skills to work by applying them to real business scenarios in a collaborative, guided session. |
| • 3:30 – 4:30 PM | • <i>Team Challenge: Building Stories Together</i> | • Work together to tackle a team challenge, using storytelling to communicate your solutions in a compelling way. |
| • 4:30 – 5:30 PM | • <i>Closing Reflections & Networking Drinks</i> | • Wrap up the day with a moment of reflection on your learnings and enjoy drinks while networking in a relaxed, outdoor setting. |