



BASE CAMP

Meeting, Event, & Facility Offerings



Business Meetings, Lunches, Speakers, Mitzvahs, and More!



ExploreBaseCamp.org | 612.261.2301 | Fort Snelling, MN

WELCOME TO BASE CAMP

Base Camp is one of the most unique places in the Twin Cities that you can hold an event or meeting. Located between both metro areas, minutes from MSP airport and next to Fort Snelling, the space is easily accessible from all areas.

The campus has multiple facility options to host groups of 10-800 people. Our onsite experiential learning facilities provide the option to add climbing, teamwork games, ropes courses, archery and much more to your event if you wish.

Base Camp is owned and operated by Northern Star Scouting, and the campus was built for the community, to Inspire Active Learning in all youth in the community. Your facility rental will be a support our efforts to provide experiential learning for over 20,000 young people a year!

TeamBuilding Center	3
Leadership Center	4
Additional Services	9
Rental Policies &	
Making a Reservation	10



TeamBuilding Center

The Historic Cavalry Drill Hall

Full Facility Rental

The TeamBuilding Center is a large, flexible space with endless options for set-up and activities. The space has been utilized for mitzvahs, fundraising dinners, all staff meetings, overnights, corporate & family picnics, swing dances, and much more. Seating is available onsite for 140 people; staging and/or rental items can be brought in to increase capacity up to 800 people.



Hourly Rates (min 3 hrs)	Scout Group	Community Youth Group	Private Event Youth Group	Non-Profit Adult Group	Other Adult Group
Monday-Thursday	\$120	\$205	\$300	\$345	\$595
Friday-Saturday	\$180	\$280	\$385	\$450	\$830
Sunday	\$155	\$255	\$355	\$420	\$730



Additional Services

If you are looking for a youth party or event, please find our youth packages and pricing at ExploreBaseCamp.org. When the full facility is rented, our experiential programming can be added to your event at an hourly rate based on staffing levels. All other additional services available are listed on page 9.

Hourly extra staff rates

Scout Group	Community Youth Group	Private Event Youth Group	Non-Profit Adult Group	Other Adult Group
\$25	\$25	\$30	\$30	\$35



Leadership Center

Slate Building

The Staley and Hatfield Conference Rooms are equipped to handle small meetings or conferences. Both rooms are equipped for presentations and provide seating for up to 14 people. With a glass wall on one-side, you can either enjoy a beautiful view of the courtyard or close the shades for privacy.

Staley Conference Room

- 14 person capacity
- 1 arrangement option
- Monitor with AV hook up
- White board wall
- Hybrid meeting compatible



Hatfield Conference Room



- 14 person capacity
- Limited arrangement options
- Monitor with AV hook up
- Hybrid meeting compatible

	Scout Group	Community Youth Group	Non-profit Adult Group	Adult Group
Hourly Rate	\$28	\$30	\$35	\$45

Dietz Conference Rooms

Mississippi & Minnesota Rooms

- 20-24 person capacity
- Multiple arrangement options
- Monitor with AV hook up
- Hybrid meeting compatible

The Dietz conference rooms can hold larger groups & be combined to seat more people or separated to provide breakout options.



	Scout Group	Community Youth Group	Non-profit Adult Group	Adult Group
Hourly Rate	\$28	\$30	\$40	\$50

Full Dietz Conference Room



- 40-60 person capacity
- Multiple arrangement options
- Monitor with AV hook up
- Sound system with hearing loop
- Hybrid meeting compatible

	Scout Group	Community Youth Group	Non-profit Adult Group	Adult Group
Hourly Rate	\$35	\$40	\$50	\$70

Page Community Rooms

The Page Community Rooms were created for community meetings and events. Three large meeting rooms can be combined or separated in multiple ways to meet a variety of needs. This space has its own entrance to the building, allowing a space for guests to check-in or spread out into the gallery area as needed. The full space has available AV with microphones and a hearing loop system. When all three rooms



All Three Page Rooms

- 80-150 person capacity
- Multiple arrangement options
- Monitor with AV hook up & sound system
- White board



	Scout Group	Community Youth Group	Non-profit Adult Group	Adult Group
Hourly Rate	\$75	\$80	\$100	\$175

Two Page Rooms

- 48-60 person capacity
- Multiple arrangement options
- Monitor with AV hook up
- White board
- Access to catering kitchen available

	Scout Group	Community Youth Group	Non-profit Adult Group	Adult Group
Hourly Rate	\$58	\$60	\$75	\$120

Page Community Rooms

Page Room A



- 24-30 person capacity
- Multiple arrangement options
- Monitor with AV hook up
- White board
- Hybrid meeting compatible
- Access to catering kitchen available

Page Room B



- 24-30 person capacity
- Multiple arrangement options
- Monitor with AV hook up
- White board
- Hybrid meeting compatible

Page Room C



- 24-30 person capacity
- Multiple arrangement options
- Monitor with AV hook up
- White board
- Hybrid meeting compatible

	Scout Group	Community Youth Group	Non-profit Adult Group	Adult Group
Hourly Rate	\$30	\$35	\$45	\$65

Events with more than 100 attendees are subject to additional fees. See details on page 9.

Weekes Fireside Commons



The Fireside Commons space is a unique place to hold a dinner, speaker or reception. This multi level space has full glass windows with views of the whole campus, a wood burning fireplace and an outdoor patio overlooking the courtyard.

The commons space is available for rentals on weekdays after 6:00 PM, Saturdays after 3:00 PM and all day on Sundays.

Johnson Courtyard



The outdoor courtyard is a beautiful space to hold a ceremony, reception or small gathering. Seating can be brought in for up to 50 people on the brick patio, and a gas fire pit can add ambiance to any event.

Rental of this space includes access to indoor bathrooms and areas for food set-up as well as a weather back-up space for up to 40 people inside.

	Scout Group	Community Youth Group	Non-profit Adult Group	Adult Group
Hourly Rate	\$30	\$35	\$45	\$70

Additional Services

Add any of these services or programs to your event to compliment the day.

Experiential Programming: Interactive, fun programs can be added to your meeting or event. Compliment your meeting with an inspiring activity such as climbing, a ropes course or archery. Break up the middle of an event with fun team building games!

Cost: Varies by program. Please see our Program Catalog at ExploreBaseCamp.org for options and pricing.

Extra Staff Support: All facility rentals include one Base Camp Guide in the rental price. This person will check your group in, support you as needed throughout the event and help clean up afterward. **For large events, we will automatically add an additional staff member for every 100 guests. Rates are determined by group type, see page 3 for pricing.**

Hybrid/Virtual Meetings: Some of our rooms can easily accommodate hybrid/virtual meetings. **We can provide a Microsoft Teams meeting link upon request that you can share with your meeting attendees.**

Catering & Food Service: Groups may bring in their own food, order food, or cater (licensed to operate in Hennepin County) at no extra charge. Base Camp will handle your catering if you choose, through one of our preferred vendors.

Cost: Catering total plus 10%. Catering requests must be submitted at least 14 days in advance of reservation date.

All room & facility reservations include coffee service, enough for the room capacity at the start of your rental. Additional refills are available upon request and will **cost \$12/pot.**

Commons Fireplace: Rentals using the Weekes Fireside Commons may add a real wood burning fire.

Cost: \$50 for first fire lighting, \$20/additional hours kept lit.

Extended Hours: Additional fees are required for events or meetings that need to operate outside the hours of 7:00 AM— 9:00 PM. **Cost: \$50/hour**

Onsite Planning Meetings: All reservations include an optional, 1 hour onsite tour and planning meeting with a member of our Base Camp team. These **must be scheduled and take place during business hours.** Any additional time will be **charged at a rate of \$25/hour.** Reservation primary or secondary contact must be present for all tours/meetings.

Requirements & Policies

RESERVATIONS: Room rental reservations can be booked 11 months in advance. Reservations must be booked at least 14 days prior to a requested event date.

Changes to reservations will only be accepted from the primary or secondary contact listed on the reservation.

PROHIBITED ITEMS: The following items are not allowed as part of any event or program on Base Camp property:

- Alcohol
- Tobacco Products
- Balloons (latex and mylar balloons)
- Open Flames
- Scooters/Skateboards
- Nerf Guns

DEPOSITS: 50% of the facility fee is required upon making a reservation. Checks (made payable to Northern Star Scouting) or credit card payments (VISA, MasterCard, Discover) are accepted. This deposit will be forfeited if reservation is cancelled. However, it is transferrable to another date if rescheduled at least three weeks in advance.

REMAINING PAYMENTS: The remaining balance (remaining 50% of facility fee and any additional fees added onto event or meeting) is due upon arrival at Base Camp by credit card, cash or check.

CANCELLATIONS: Scheduled meetings or events cancelled at least three weeks in advance can transfer the deposit to a new date. Scheduled programs cancelled less than three weeks in advance will forfeit the non-refundable deposits paid.



Booking A Reservation

Booking a room or full facility rental reservation at Base Camp requires a few easy steps:

- If you require a tour or phone discussion to discuss your needs prior to booking, you can schedule that appointment and get more information by calling 612-261-2301 or emailing BaseCamp@northernstar.org.
- Complete our online reservation request form which can be found at ExploreBaseCamp.org/forms.



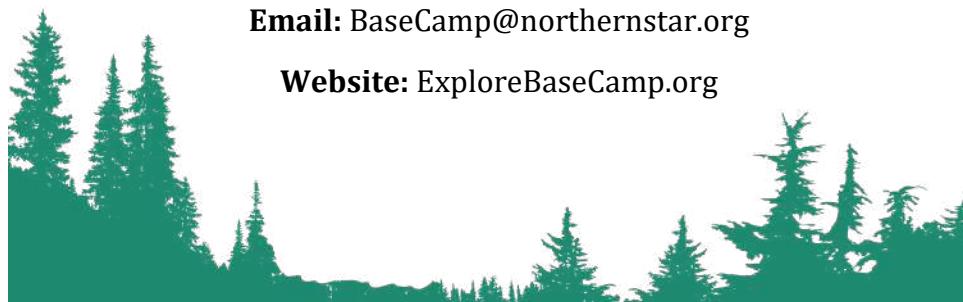
Contact Us

Address: 6202 Bloomington Road, Fort Snelling, MN 55111

Phone: 612-261-2301

Email: BaseCamp@northernstar.org

Website: ExploreBaseCamp.org



**2 Buildings
1 Campus
Endless Options**

Parties, Celebrations, Conventions

612.261.2301

**6202 Bloomington Rd
Fort Snelling, MN 55111**

ExploreBaseCamp.org