

2025 Event Center Rental Fee

<i>Mon-Thurs</i>	<i>Fri & Sun</i>	<i>Saturday</i>
<i>(4 HR MIN)</i>	<i>(6 HR MIN)</i>	<i>(6 HR MIN)</i>
<i>\$250 / HR</i>	<i>\$400 / HR</i>	<i>\$500 / HR</i>

WE CAN ACCOMODATE UP TO 80 GUESTS

INCLUDED WITH RENTAL:

- **TABLES & CHAIRS:** AMPLE SEATING AND TABLE ARRANGEMENTS FOR YOUR GUESTS. ROUND, RECTANGLE, AND COCKTAIL TABLES AVAILABLE.
- **INDOOR & OUTDOOR ACCESS**
 - **NOTE:** ACCESS TO THE POND AND FISHING IS NOT PERMITTED.
- **LAWN GAMES:** ENJOY COMPLIMENTARY LAWN GAMES, INCLUDING HORSESHOES, VOLLEYBALL & CORNHOLE.
- **SHUTTLE SERVICES:** CONVENIENT SHUTTLE FROM THE PARKING LOT TO THE VENUE.
- **BASIC DECOR & CENTERPIECES:** CLASSIC, ELEGANT CENTERPIECES ARE INCLUDED FOR A REFINED SETUP. EITHER BLACK OR IVORY COLORED LINENS AVAILABLE.
- **SETUP & TEARDOWN:** TABLES, CHAIRS, LINENS, TABLEWARE, BASIC DECOR.
- **CLEANING / TRASH DISPOSAL.**

ADD-ONS & UPGRADES | IMPORTANT NOTES:

- **CATERING & BAR SERVICES (SUBJECT A \$350 SERVICE FEE AND 20% GRATUITY):** OUR TEAM OFFERS A VARIETY OF DELICIOUS CATERING & BAR OPTIONS TAILORED TO YOUR EVENT'S NEEDS.
- **MUSIC SERVICES:** PLUG & PLAY AVAILABLE AT \$25/HR.
- **COLOR-MATCHED LINENS:** UPON AVAILABILITY, FOR \$1-2 PER PERSON.
- **REHEARSAL TIME & DINNER:** RESERVE ADDITIONAL TIME FOR A REHEARSAL, WITH THE OPTION TO INCLUDE A CATERED DINNER FOR YOUR PARTY. AVAILABILITY IS SUBJECT TO SCHEDULING, BUT WE OFFER A RENTAL FEE DISCOUNT OF 50% FOR REHEARSALS BOOKED ALONGSIDE YOUR MAIN EVENT.
- **IF YOU CHOOSE TO BRING YOUR OWN CENTERPIECES OR DECOR,** YOU'LL RECEIVE AN EXTRA HOUR FOR SETUP AT NO ADDITIONAL COST.
- **IF YOU'D LIKE US TO HANDLE THE SETUP OF YOUR ADDITIONAL DECOR,** PRICING STARTS AT \$100 AND VARIES BASED ON THE COMPLEXITY AND FEASIBILITY OF THE SETUP.
- **ADDITIONAL TIME FOR SETUP OR GETTING READY CAN BE ARRANGED FOR A FEE OF \$50/HR UPON AVAILABILITY.**
- **EVENT END TIME:** ALL EVENTS MUST CONCLUDE BY 9:00 PM TO RESPECT QUIET HOURS AND OUR SURROUNDING COMMUNITY.

PAYMENT TERMS:

- **NON-REFUNDABLE DEPOSIT:** A \$500 DEPOSIT IS REQUIRED AT BOOKING TO SECURE YOUR DATE.
- **PAYMENT SCHEDULE:**
 - **50% OF THE TOTAL RENTAL FEE (INCLUDING CATERING AND BAR SERVICES) IS DUE THREE MONTHS PRIOR TO THE EVENT DATE.**
 - **FINAL PAYMENT DUE ONE WEEK PRIOR TO EVENT.**
- **GUEST COUNT:** FINAL GUEST COUNT & MENU FINALIZATIONS ARE DUE TWO WEEKS BEFORE THE EVENT.