



H A Z E L N U T

Farm



A Louisville Wedding & Event Venue

Where Barn meets Ballroom

2023 - 2024

INFORMATION BROCHURE

RENTAL DETAILS

Hours of Rental

- Arrive as early as 8:00am to get ready in the dressing suites or allow vendors access for drop-off and setup.
- Music can end as late as midnight. Your vendors are then given time to pack up and load out.
- Your rehearsal is included! While it can't be guaranteed to be the day before, you do get one hour at the day closest to your wedding based on availability.
- There are no restrictions to the length of your event run time, we just need a general itinerary from your planner 2 weeks before your event date.

What's Included:

- Tables and chairs with the setup done by the start of your day. Tables included in most shapes & sizes to accommodate your custom floorplan for up to 350 guests.
- 350 gold chiavari chairs with ivory tie on pad. Chairs must be rented for grass ceremonies.
- On-site paved parking with enough spaces for up to 200-250 guests. Above 250 guests valet services are required and can utilize the supplemental pine chip lot on the back acreage.
- Four custom, rolling bar fronts that can go indoors or out to serve cocktail hour and reception.
- Ceremony, cocktail, and reception spaces.
- Staff onsite all day ensuring the beauty and operability of the venue - we are even there to greet and direct guests throughout the evening.
- A variety of furniture and smaller décor items that can be utilized for your wedding day, from a large wood table that can serve as a cake or sweetheart table to table numbers, easels, and a card box.
- Off duty police officer for security.

Unique Features

- Food trucks or unique bar service vehicles can pull right up to event areas.
- Paths around gardens and lake were built wide enough for horse and carriage access.
- Fireworks allowed with appropriate permitting.
- Pets and animals permitted on site as long as they stay outside and have an attendant with them.
- Have a unique idea like hot air balloon rides or a ferris wheel? Let's try it! We will work with you to make sure all safety measures are followed and you get your WOW! moment.

STYLE

An Indoor-Outdoor Experience

- Conveniently located right by Middletown and Valhalla Golf Club, guests have no problem getting to us as we are just 5 minutes off Gene Snyder Expressway.
- Secluded setting where you feel like you are in your own world within our private 40 acres.
- Overlook the private lake from our covered porch spanning 100 feet long or wander the pathway around with stops at the Koi fish feeding dock, the Italian inspired lookout patio, or take the Monet's bridge to enjoy from the island.
- Historical features original to property, such as a smokehouse preserved to historical accuracy and the Farmhouse that has been completely renovated and modernized for optional overnight stay.
- Enjoy a natural countryside wedding but with full ADA compliancy for guest accessibility and a climate controlled interior for guest comfort.

Setting:

Design

- Guests are wowed upon entry by the 2 story foyer with black and white tiles and seating areas impeccably furnished. Use our foyer table or credenza for gifts, guest book or memory table for a dynamic greeting.
- Two dressing suites are not only a functional space to get ready on property but also photograph beautifully for those special moments with loved ones before the ceremonies start.
- The main ballroom combines rustic, industrial, and modern design features with its exposed brick, natural ponderosa pine ceiling, and variety of light fixtures topped off by the 3 elegant 72 light crystal chandeliers!
- Large custom barn doors can divide the space to create different uses or event designs throughout the event space.
- Ten sets of French doors to the covered porch give an elegant European feel while letting evening light stream through the ballroom during "golden hour."

CATERING POLICIES

Alcohol & Bar Policies:

- Last call by 11:30pm at the latest or 30 minutes before event end time.
- Alcohol must be both purchased and served by the caterer holding the ABC issued liquor license (no self-stocked bars permitted.)
- No self service stations with alcohol once event starts.
- Guests found self serving alcohol brought on site will have it confiscated and be given a warning. If it continues, they will be asked to leave. This includes wedding party going to dressing suites during the event to drink.
- Bartenders are required to continue to serve non-alcoholic beverages and/or water until the conclusion of the event.

General Policies:

- 15% facility fee applied to food and beverage costs on caterer's final invoice.
- Catering staff must be on site from start of event until finish (no drop-off catering services permitted) and must sign out with property management before leaving.
- The primary caterer must provide both food and bar/beverage services. You cannot mix and match separate bartending and catering companies unless special permission has been obtained to accommodate a caterer without an ABC issued liquor license for a specific reason such as desired ethnic cuisines.
- A caterer from the approved catering list must be used. Special permission for caterers not listed can be granted for special circumstances by Hazelnut Farm only. Approval process requires touring on site if they have not worked here in the past and signing a catering usage agreement. You can be subject to a fine for "off-list" caterers if they do not follow the standard catering agreement policies.
- Secondary catering services (ice cream stands, food trucks, etc.) are permitted on site but must meet insurance requirements and apply standard facility fee to invoice. Approval for these services must be obtained prior to event.
- Delivery/drop-off food permitted & no facility fee applied for:
 - fast food late night snacks once caterer and planner have signed responsibility affidavit
 - wedding cake
 - food related favors

Rentals

- Hazelnut Farm requires clients to use non-disposable flatware, glassware, and china for the event. The only exceptions are for cocktail hour hors d'oeuvres or late night snacks.
- Food related rentals must be picked up the night of the event. Client is subject to a fine for dirty rental orders left on property overnight. This is to ensure continued cleanliness of our property and that each client gets the venue perfect & ready for their day!

Price List

2023

JANUARY- FEBRUARY

Friday: \$7500
Saturday: \$8500
Sunday: \$7000

MARCH & DECEMBER

Friday: \$8500
Saturday: \$9500
Sunday: \$8000

APRIL & NOVEMBER

Friday: \$9500
Saturday: \$10,500
Sunday: \$9000

JULY - AUGUST

Friday: \$10,000
Saturday: \$11,000
Sunday: \$9500

MAY - JUNE & SEPTEMBER - OCTOBER

Friday: \$10,500
Saturday: \$11,500
Sunday: \$10,000

WEEKDAYS

\$4500
partial day & under 100 guests
\$6000
full day and/or over 100 guests

HOLIDAY WEEKENDS

Sunday before Labor Day & Memorial Day
Independence Day Weekend
Thanksgiving Friday
Christmas & Christmas Eve
New Year's Eve & Day
Subject to specialty pricing

House rental

**January - April &
November-December**
\$5250/night

May - October
\$5750/night

Price List

2024

JANUARY- FEBRUARY

Friday: \$8500
Saturday: \$9500
Sunday: \$8000

MARCH & DECEMBER

Friday: \$9500
Saturday: \$10,500
Sunday: \$9000

APRIL & NOVEMBER

Friday: \$10,500
Saturday: \$11,500
Sunday: \$10,000

JULY - AUGUST

Friday: \$11,000
Saturday: \$12,000
Sunday: \$10,500

MAY - JUNE & SEPTEMBER - OCTOBER

Friday: \$11,500
Saturday: \$12,500
Sunday: \$11,000

WEEKDAYS

\$4500
partial day & under 100 guests
\$7500
full day and/or over 100 guests

HOLIDAY WEEKENDS

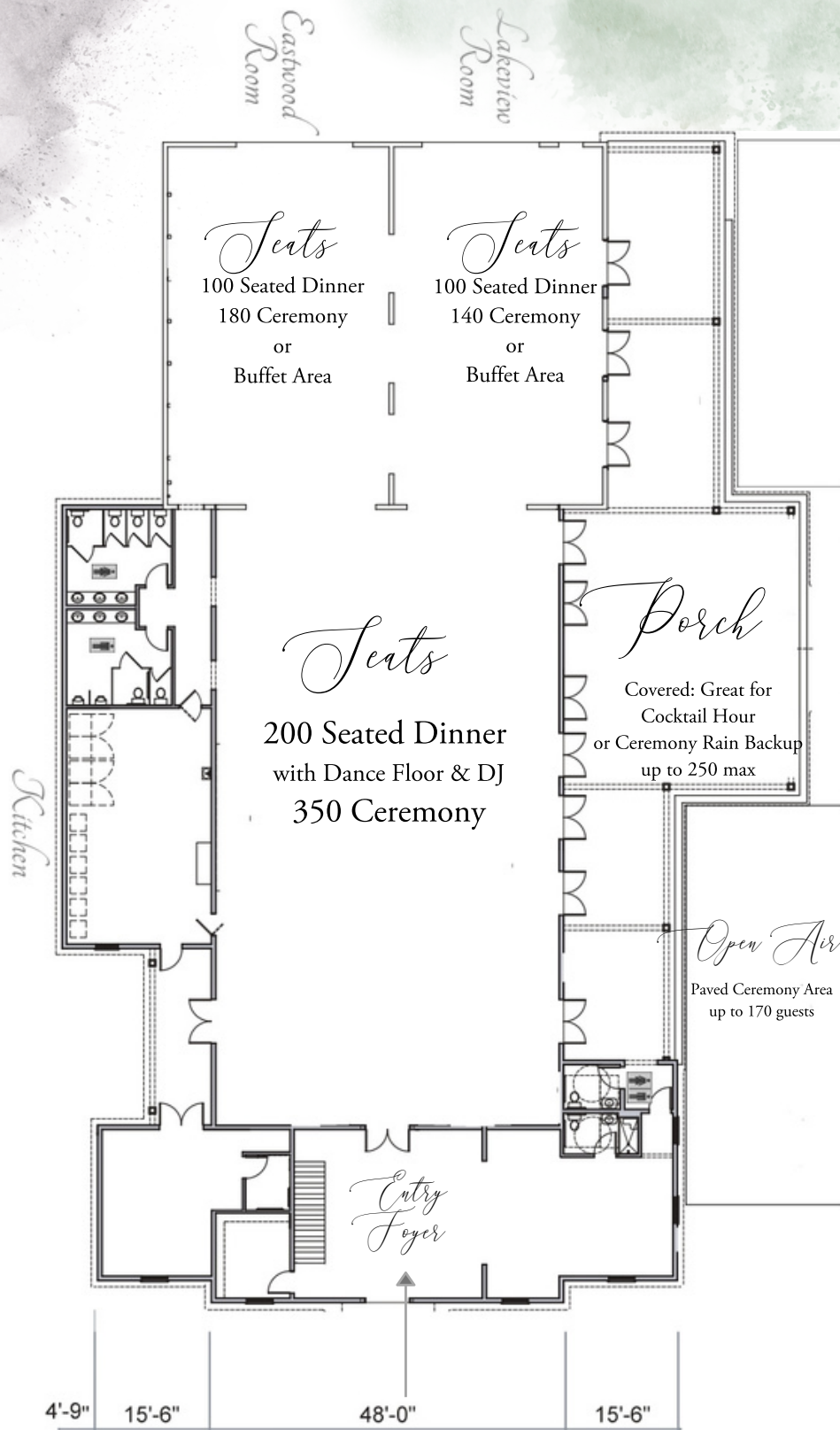
Sunday before Labor Day & Memorial Day
Independence Day Weekend
Thanksgiving Friday
Christmas & Christmas Eve
New Year's Eve & Day
Subject to specialty pricing

House rental

January - April &
November-December
\$5750/night

May - October
\$6250/night

LAYOUT & CAPACITY



IN-HOUSE PLANNING

Hazelnut Farm requires a professional wedding or coordinator planner for every client. They will be responsible for sending all required planning details to Hazelnut Farm by the dates due, including vendor contact information and necessary documentation, a thorough event timeline, and verifying all setup needs and layout details. They should then run the rehearsal and be on site on the wedding day to coordinate you, your wedding party, and all your vendors.

Make your planning that much more seamless with the experienced team that manages the venue itself - full service planning concierge provides assistance along the way and a cohesive team will be present ALL DAY, from start to finish. The wedding day will run effortlessly for you because members of our staff have been involved along every step of the way.

Onsite planning Concierge

- **STARTING THE PROCESS:** after securing our services, we will plan a "dive in" meeting, where we get to know you, your vision for your wedding day, as well as your budget. From this meeting, we will set up a rough overall budget to guide us along as you book vendors. We will also create a custom vendor referral list that suits all of these items.
- **YOU BOOK YOUR OWN VENDORS:** you maintain control of your overall vision by selecting the vendors that feel right to you. We won't join you on your booking meetings so that you can feel them out and make sure they are the best fit for you. However, we are happy to review their quotes and contracts before you secure and give you any feedback that might help clarify your final decision!
- **BUILDING YOUR DESIGN:** as your venue, we would already put together a customized "to-scale" layout based on all the elements you want and specifically request. However, as your planners, we can help advise different layout options including advice for centerpiece design within the layout, how to number your tables, and other elements that need to be included that are often forgotten. This will help your design meeting with your florist or rental companies go efficiently and your initial quote will be closer to the actual amount paid at the end. We will send finalized layouts to vendors to confirm their space needs and final assigned guests per table. We also cross reference all your rental orders to confirm we have exactly what we need accounted for. This helps eliminate any surprises on the day of the wedding! We also have fun ideas that may not have been done before at Hazelnut Farm to make your event unique or can advise things we have seen that have worked really well.
- **BUDGET & VENDOR MANAGEMENT:** as you book your vendors, you send the contracts to us to review. We help protect your investment by fully understanding what each vendors has been employed to do and their services or products promised. Our team will also be the best people to ensure that they meet all of the venue's requirements and policies because we know them in & out! We will also input your deposits paid and payments due into your budget tracker. This will help you stay organized and fully aware of the overall amount being spent versus the original estimates. Our team communicates all final details to each vendor as it applies to them. This includes final setup and timing, leading up to the day.

IN-HOUSE PLANNING

Continued

- **CONSTANT CORRESPONDENCE:** we are always available to you and are happy to answer questions you may have. We know you don't do this everyday - but we do! There are no silly questions! We have no limitation on the number of on-site walkthroughs you need us to be a part of or phone calls you want to schedule with us. Use our knowledge to help guide you through your planning process. We want to make the whole journey as enjoyable as the day itself!
- **FINAL MEETING:** about a month out from the wedding date, we will get together to finalize details such as the timeline, ceremony procession, and recession order. We will nail down everything with you and then disperse the information to all your vendors on your behalf. We are then the main contact for any and all vendors so that you can enjoy the whole month of festivities leading up to the day!

Day of Coordination

- **FROM BEGINNING TO END:** most day-of coordination packages include some form of hour limitation or extra charges in the case of more hours needed for their presence on the day of. Our team will be the first ones in the door, and the last ones out! We will monitor every vendor drop-off and set up to ensure it is exactly as expected as well as be present for you to keep the getting ready process running smoothly and on time. No vendors will need to contact you on the day of as we will be available to answer any and all questions or concerns. We will handle any setup and breakdown of your personal items and even load your cars with leftover food, gifts, and décor items at the end of the night. All you and your family have to do is head off to your after party or a restful night of sleep!
- **GETTING YOU DOWN THE AISLE:** we will run your ceremony rehearsal, whether onsite or off so everybody knows the plan. Then, we are right there by your side making sure the most important part of the day runs smoothly and beautifully! You don't have to wrangle people or think about a thing other than the beautiful union about to take place.
- **A FULL TEAM:** because we are both your venue management team as well as your planning team, all the staff involved on site will have a comprehensive understanding of the event day. There will be nothing lost in communication of what the progression of the evening is or what the set up needs are. The property manager will be guaranteed to be on site beginning to end with one lead planning assistant and 1-2 assistant venue managers based on your guest count.

Hazelnut Farm offers this planning package only. We do not adjust to be less, as we feel we offer a comprehensive service that is necessary for both the success of your event and so that we may do our best for you on the wedding day. While you do not have to utilize our advice and you are free to make your own final decisions in regards to the wedding day, we are always happy to offer it and explain our reasoning. We do ask that you keep in communication with us in regards to bookings and wedding day details - because after all, if we don't know about it, we can't make sure it happens! Please keep in mind that this full service structure does not include off-site meetings or tastings.

APPROVED VENDORS

Vendor Policies

All planning and catering/bartending vendors must be selected from the approved list below. The below vendors carry the necessary insurance and permitting required by Hazelnut Farm and up to date copies of each are on file.

Outside vendors to provide food that is culturally specific may be approved when partnered with one of the below vendors only and at the discretion of Hazelnut Farm management. Please inquire as early as possible to begin this approval process.

All other vendors for services to fulfill floral design, serviceware and other design rentals, photography, videography, entertainment, beauty artists, and transportation companies may be used but must follow the applicable policies of Hazelnut Farm. A vendor policies packet will be given to you for each vendor to sign so they fully understand their expectations while working on property.

Approved Caterers

Dupree Catering
Marigold Catering Co.
Sweet Lilu's
Rosemary's Catering
Crushed Ice Catering
United Catering
Farm to Fork Catering (100 people or fewer)
Brasserie Provence
Ladyfingers Catering, Inc
Wiltshire Pantry
Volare
Seviche
Anoosh Bistro
Mayan Café
Kingsley Meats & Catering
MozzaPi (no alcohol service, pair with below)
Morris Deli

HAZELNUT FARM PLANNING SERVICES

Pricing

Fewer than 150 Guests: \$3500
150 - 250 Guests: \$4000
250 - 350 Guests: \$4500

Other Approved Planners & Coordinators

Christina Burton Events
Courtney Samuel Events
Engagements, LLC
Events by K Kremer
L&M Detailed Events Ltd. Co.

INCLUDED PERKS



We are happy to
provide these *complimentary*
items for your event.

Tables & chairs - With setups!

- 350 Gold Chiavari Chairs with ivory tie on pads (inside venue or on paved patio outside only)
- 40 – 60" Round Tables
- 20 – 8ft Banquet Tables
- 10 – 6ft Banquet Tables
- 10 – 72" Round Tables
- 10 – Adjustable High Top Tables or Low Bistro Tables (30")
- 8 – Bourbon Barrels
- 6 – 5ft Square Tables (great for head table)
- 2 – 48" Round Tables

*Event extras**

- 2 Wrought iron standing floor easels
- Distressed wood terrarium card box
- Gift and card sign with frame
- Wood Hexagon table numbers (Gold) up to 30
- Iron Hexagon Arbor (Gold)
- 2 Woven crescent baskets for flip flps, blankets, etc.
- Multiple sizes of frames: 5x7, 4x6
- Table top easels
- 3 Standing outdoor fans for additional airflow on the porch
- 3 Standing silver colored heaters and 2 pyramid shaped open flame heaters
- 4 Firepits (all propane provided)
- 4 Large, ivory, self standing patio umbrellas

**Please check with the property manager the week of your event to ensure that the item you requested is available.*



816 Eastwood Fisherville Road | Louisville, Kentucky 40023 | 502.751.6079

DIRECTIONS

Downtown

Coming I-64 Eastbound

Take I-64 East toward Lexington.
Take Exit 19B to the Gene Snyder Freeway I-265.
Take Exit 27 to Eastwood, keep right.
Take a slight right at the fork onto Eastwood Cutoff Road.
Turn right onto Eastwood Fisherville Road.
In .7 miles Hazelnut Farm will be on the right.

*Cincinnati/
Louisville*

Coming I-71 Southbound or Northbound

Take I-71 going North or South
Merge onto the Gene Snyder Freeway I-265W via Exit 9A (southbound first follows signs for 9B then remains left to follow exit 9A)
Take Exit 27 toward Eastwood/Middletown, keep left.
Turn left onto Shelbyville Road-US 60.
In 2.75 miles take a slight right at the fork onto Eastwood Cutoff Road.
Take a right onto Eastwood Fisherville Road.
In .7 miles Hazelnut Farm will be on the right.

Lexington

Coming I-64 Westbound

Take I-64 going West toward Louisville.
in 25 miles, take Exit 28 toward Simpsonville.
Turn slight right onto Buck Creek Road.
Turn left onto Shelbyville Road-US 60.
Continue for 6 miles.
Take a slight left onto Eastwood Cutoff Road.
Take a left onto Eastwood Fisherville Road.
In .7 miles Hazelnut Farm will be on your right

Once on Property

After you have gone through the gate, take an immediate right, following signs for "Office & Parking"
At top of hill take a left and travel the length of the parking lot.
The entrance to the venue is down the stairs and through the teal doors.