

### RENTAL INFORMATION AND PRICING

	Day	Available Hours	Hourly Rate
APRIL - OCTOBER	Friday	4:30 P.M. 12:30 A.M	\$275*
	Saturday	4:30 P.M.-12:30 A.M.	\$325*
	Sunday	10:00 A.M.-10:00 P.M.	\$275*
	Monday - Thursday	4:30 P.M.-10:00 P.M.	\$200*
NOVEMBER - MARCH	Friday	4:30 P.M.-12:30 AM.	\$225*
	Saturday	4:30 P.M.-12:30 A.M.	\$275*
	Sunday	10:00 A.M.-10:00 PM.	\$225*
	Monday - Thursday	4:30 P.M.-10:00 P.M.	\$175*

\* 4hour minimum rental required

Rental Clients are permitted to set up on the day of their event during the site's open hours.

### HERITAGE CENTER WEDDING PACKAGES

Ultimate	Historic Site Ceremony + Carriage + Security	\$3,500
Premium	South Lawn Ceremony + Carriage + Security	\$3,300
Classic	Patio Ceremony + Security	\$3,000

### ADDITIONAL FEES

Security Guard	\$40/hour	Required for alcohol service
Ceremony: Horse Drawn Carriage	\$325	Entrance, exit and photos (1 hour maximum)
Ceremony: Historic Grounds	\$400	Set-up and tear-down incl.; 200 chairs available
Ceremony: Heritage Center South Lawn	\$250	Set-up and tear-down incl.; 200 chairs available

## Payment Schedule

- Twenty percent (20%) of the rental fee is due at the time of booking.
- Fifty percent (50%) of the rental fee is due 4 months (120 days) prior to event
- Balance of the rental fee and fees for additional services are due 1 month prior to event date

## Damage/Cleaning Deposit

- A \$500 damage/cleaning deposit is due 2 weeks prior to the event. The Site may retain all or a portion of the deposit under the following circumstances:
  - o Physical damage is done to any part of the Heritage Center, grounds, or Mahaffie historic site structures.
  - o Significant cleaning above and beyond normal use is required
  - o The Site deems any action by the client and/or guests inappropriate.
- Damage/Cleaning Deposit must be paid by credit card
- If no damage or policy violation occurs, the damage/cleaning deposit will be refunded to the credit card within 10 business days following the event date.

## Cancellation Policy

- Once a payment comes due and has been paid, no refunds will be given in the event of cancellation
- If payments have been made in advance of due dates, a partial refund may be given
- Fees paid may be applied to another booked reservation at any of the Venues at 061 rental venues.

## Included in the rental fee:

- Use of the venue for the contracted time
- Setup time during the Site's operating hours or as stated on permit.
- Event detail meeting (2 to 4 weeks prior to event date)
- On-site staff member during setup, event, and cleanup time

## Available Furnishings:

30- 60" round tables (seat 8)  
19- 6' buffet tables  
4- 4' tables  
2- 30" square tables  
6 Cocktail tables  
200 folding wood chairs  
3 highchairs  
Coat rack with hangers  
Portable bar

## Available A/V Equipment:

Large Screen television  
Portable Bluetooth speaker  
Wireless, handheld microphone

