

SEVEN SPRINGS

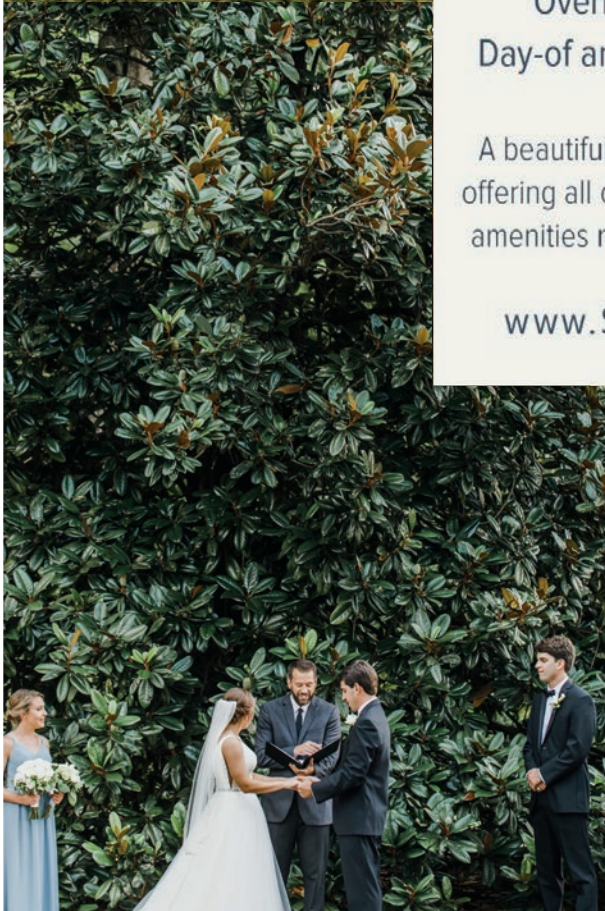


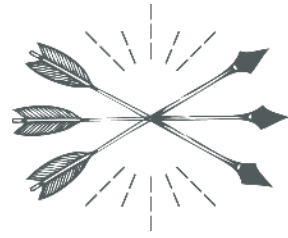
HISTORIC VENUE & FARM

Overnight Accommodations
Day-of and Full Weekend Weddings

A beautifully kept piece of Virginia history
offering all of the modern conveniences and
amenities needed for the perfect wedding.

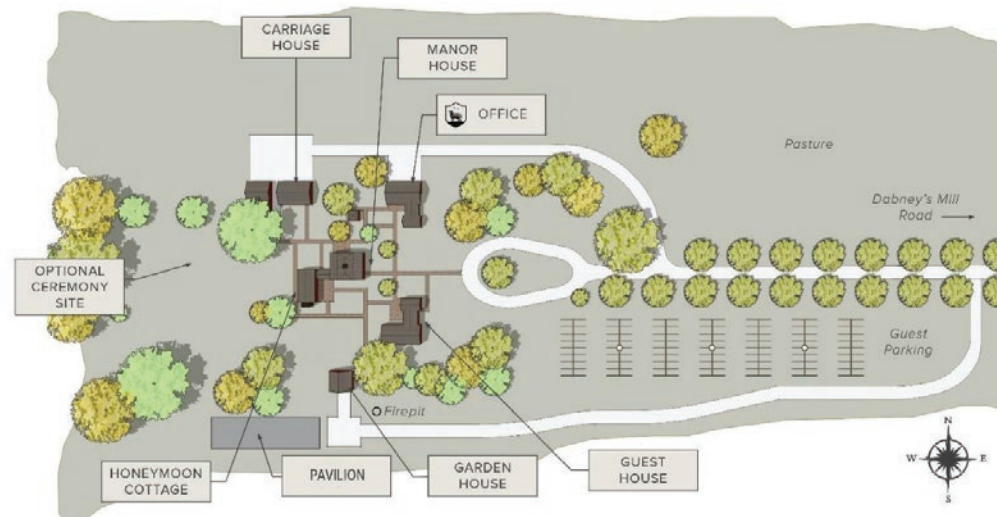
www.SevenSpringsVa.com





Simplicity is the Ultimate Sophistication...

Imagine sharing your vows under the canopy of magnolia trees as your guests sit comfortably in the shade. With expansive grounds, your ceremony space can truly be your own. Nestled within over 100 acres, the heart of the campus is an early eighteenth century home surrounded by a collection of inviting living and entertaining spaces. Situated at the end of a long private drive in King William County, just 20 miles from Richmond, the estate is the perfect backdrop for a wedding weekend getaway. Accommodating up to 200 guests for ceremony and reception, with the option to expand, and over-night amenities for twenty of your closest family and friends.

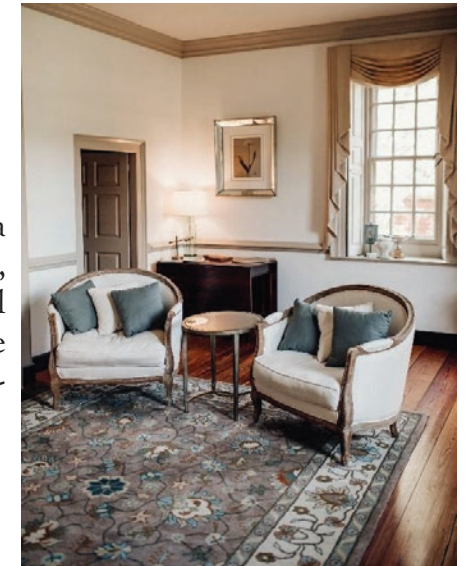


Accommodations and Event Spaces

Manor House

Main

Built in the Tidewater unique style of Tidewater Virginia homes of it's time, the main floor, including the library, living room, dining room and foyer, are ideal for cocktail hour, a small reception, or for a quiet conversation. The flow of these rooms will complement the ease of conversation and movement of your guests.



The Tavern

With a Colonial feel all its own, the tavern is a unique space that lends itself to many possibilities. The room encourages relaxation and fun with a card table, dart board, shuffle board, full bath, cozy seats by the fireplace, and kitchenette. It can be used as headquarters for your attendants as they await the start of the ceremony, with an exit onto the side garden and ceremony site, it could be just the grand entrance you are looking for! The downstairs of the Manor House can also be used as an extension of your event with the addition of a secondary bar and hors d'oeuvres.



Guest Rooms

Located up the original walnut staircase are three bedrooms. A master bedroom with a queen bed and en-suite bathroom and two guest rooms, one with a double bed, and one with twin beds, a shared bath and unobstructed views of the property. The upper floor of the Manor House sleeps a total of 6 guests.

Honeymoon Cottage

Main Floor

Overlooking the expansive backyard and courtyard, the main floor includes a full galley style kitchen with refrigerator, freezer, stove, double ovens, and dishwasher. There is a sitting room with a wood burning fireplace, half bath, as well as washer and dryer for guest use.

The Lounge

Located on the lower level of the house, this room serves as a cozy space with a queen-sized sleeper sofa and large screen TV. This can serve as a guest room or just a great place to relax before or after your event.

Honeymoon Suite

With views of the entire property, couples can retire to their private accommodations to reflect on the day. Featuring a queen bed as well as two bathrooms, it is the perfect private getaway.

Guest House

The Kitchen

The contemporary and bright kitchen can serve as an extension of The Suite with a space to set up champagne and snacks for the wedding party. It is a great space to enjoy with family and friends.



The Suite

With soft hues and fine finishes this room boasts a gorgeous vanity, full length mirror, fireside seating, and great natural light. Perfect for all the finishing touches a wedding party requires.

Guest Rooms

On the main floor of the house there are two spacious bedrooms each with two double beds. One of the rooms has a full bathroom with shower and a large vanity. The lower floor bedroom is secluded and ideal for families with children or someone who likes to retire early. The Guest House sleeps up to 10 people.



Grounds



The Back Lawn

Large historic trees and a beautiful view of the Manor House make for the perfect setting to exchange your 'I do's'. With space for all of your guests under the canopy and an easy flow to the rest of the event spaces, the back lawn is the quintessential ceremony location.

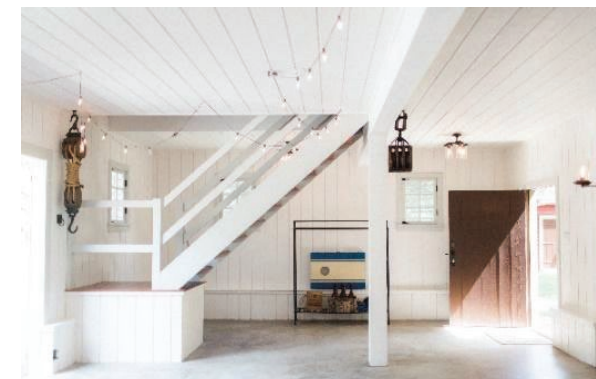
The Courtyard + Side Yard

Located to the side of the Pavilion, the bistro lighted patio and side yard are ideal for the start to cocktail hour or for a small dinner party. Enjoy the open air surrounded by the history of Seven Springs as you sip cocktails and enjoy the company of your guests.



The Pavilion and a Catering Kitchen

Our 40 x 90 pavilion is the perfect size to accommodate up to 200 guests comfortably. It is equipped with optional side walls for rainy days, fans and heat for year-round usage, men's and women's ADA restrooms, two bars, chairs, tables, a stunning chandelier and beautiful bistro lighting. It also features plenty of electricity for your DJ or live band!



The Carriage House

A pristine and completely customizable space. The carriage house can be used for rehearsal dinners, small ceremonies, receptions, or a lounge area. Upstairs enjoy a game room with a ping pong table and games. The barn style doors can be opened to expand your event to the outdoors.

Pricing and Packages

Day-of Wedding

High-Season - \$10,500

(April – November)

Off-Season - \$8,500

(December – March)

*Prices subject to change

Includes a 1-hour ceremony rehearsal and a 7-hour event time on your wedding day. 10:00am access to the property to begin pre-wedding prep with, no later than, a 10:30pm event end time.

40x90 Reception Pavilion with ADA restrooms, heat, and optional siding | 200 wooden folding chairs with padded seats | 25 - 60" round dinner tables | 5 - 8' banquet tables | 5 - 6' banquet tables | 10 - 3' cocktail tables | 2 - 8' wooden bars | Lawn Games | 1-Green Buffet | Parking Attendant | Golf Cart | 200 Farmhouse cross back chairs | Ceremony Set-Up

Full Weekend Wedding - \$16,000

For Friday - Sunday events. Includes all 'Day-of' wedding amenities along with two consecutive overnight stays. Exclusive and unlimited access to the entire property for the duration of your stay. Check in at 3:00pm on Friday with a 2:00 pm check out time on Sunday so that you and your guests can relax together the morning after the wedding.

Off-season Full Weekends are priced at \$14,000 Overnight stays are priced at \$2,750-Check in Friday@ 3:00 p.m. Check out Sunday@ 2:00 p.m. | Holiday Weekends (Memorial Day, Labor Day, New Year's Eve, Thanksgiving, Easter, Independence Day and Valentine's Day) are priced at regular rates with no discounts offered for Off Season | 3% Processing Fee if paying with a credit card. | Cash discounts available.



Additional Offerings

Seven Springs Planning - \$2,200

Look no further than Seven Springs for someone to coordinate and plan your event! Our planning package starts 3 months before your wedding with a site visit, creation of timelines and floor plans, ceremony direction, and day-of staffing to ensure your event goes off without a hitch!

Bonfire - Included in Rental Cost

To warm your guests during a Fall or Winter cocktail hour or to keep the party going, or wind it down, at the end of the night! Chairs, firewood, and blankets with a view of the stars are all provided!

Sparkler Grand Exit - \$100

The perfect way to end the night with sparkle and fun. One 20" gold sparkler per guest included along with the setup and execution of the grand exit!

Weddings with your Pup - \$250

If you would like to include your furriest friend in your wedding – no problem! This fee includes indoor access to the Guest House and Honeymoon Cottage. If your pup is just coming in for the ceremony (and not spending any time inside) there is NO charge!

Set Up and Break Down - \$250

If your catering team does not provide the service, let the staff at Seven Springs set up tables and chairs for you. We set up for Cocktail Hour and Reception before guests arrive and break it all down at the end of the night. This service also comes with 1 meeting to determine floor plans and layouts.

Golf Cart - Included in Rental Cost

For transporting guests to and from the parking area to the front of the Manor House or right to the ceremony. Can seat up to 5 guests and includes a driver.

Additional Site Rental Time - \$250/hr.

Let us know if you need a little more time than expected! This is a great option if you are looking for additional time for hair and make-up in the morning or an early check in or later check out. This fee will be added to your final invoice if events exceed the 7-hour maximum without prior approval. Rental time cannot exceed 11:00pm.

Frequently Asked Questions about Seven Springs

Q: What is included in the rental fee?

The grounds fee includes exclusive use of the grounds and facilities for ceremony, use of catering kitchen, cocktail hour and reception. The property includes a 40x90 Reception Pavilion with restrooms, heat, and optional siding, vendor work areas, up to 200 wooden folding chairs for ceremony and reception use, (25) 60" round dinnertables, (5) 8' banquettables, (5) 6' banquettables, (10) 3' cocktailtables, (200) Farmhouse Crossback Chairs for reception (2) Wooden Fronted 8' bars, (1) Green Buffet table for your cake and a variety of lawn games. We also provide a parking attendant and Golf Cart service for guest arrival and are happy to have your ceremony chairs setup for you when you arrive! Rental also includes a 1-hour rehearsal for your ceremony.

Q: What is typical timing for an event?

You and your guests have exclusive use of the property on the day of your event. Keep in mind that a 5 hour reception is standard for the wedding industry. The Grounds Fee includes 12 hours of property rental including access to and use of each of the buildings and catering facilities. Events can last up to 7 hours - we ask that alcohol and music are wrapped up by 10:30pm with all non-overnight guests having left the property by 11:00pm.

Q: When do I have access to The Suite to begin getting ready?

You and your attendants have full access to The Suite located in the Guest House beginning at 10:00am on the day of your event. We can accommodate earlier access with Additional Site Rental Time (\$250/hr). Belongings may be left in the Suite for the duration of the event, but all personal items must be collected by check-out. For Full Weekend Weddings you have unlimited access to the suite for the duration of your stay.

Q: How much time is allowed for set-up and clean-up?

Standard day-of set-up time for your event is 10 am when you arrive. In the event that the Client's decor requires a set-up team prior to this time, you must coordinate it with the Venue Manager. All personal items and décor must be removed/picked-up by the check-out time listed in your contract unless other arrangements are agreed to prior to the event weekend.

Q: Do you allow the space to be decorated?

Yes! We welcome decorations such as flowers, lighting, etc. We do not allow nailing, stapling, taping or anything to be applied to the walls or building that will cause damage. We recommend using command hooks for any hanging needs! If you choose to use candles, we require that they are in containers or on a stand, to prevent damage to our surfaces. Candles are not permitted inside the houses and policies are subject to change.

Q: Do you have a staff on site to aid in setting up and breaking down the event?

Seven Springs will set up ceremony chairs for you. There are options to have the Seven Springs staff also set up and break down for Cocktail Hour and Reception – pricing is listed in our 'Additional Offerings'. If you would like to have an outside source handle this for you, we recommend contacting your caterer or wedding planner.

Q: Can you recommend local vendors?

We pride ourselves in having a finely curated list of preferred vendors. They are experienced in working in the venue and represent the high standard we hold ourselves to. Their signature talents pair wonderfully with the character and atmosphere of the space. Please ask for a complete list of vendors.

Q: How is trash removal to be handled?

All trash must be distributed in our dumpster, located near the Pavilion. This is usually handled by the catering team. All trash from overnight stays must also be placed in dumpster.

Q: How much parking is available on site?

We have ample parking for you and your guests at the front of the property, out of sight from your event. A parking attendant will be present for your guest's arrival and a golf cart to transport your guests from the parking area to your event space.

Q: Are we able to bring in outside buses or transportation?

Absolutely. However, we only allow for up to 44-passenger vehicles – **nothing larger**. We recommend using a smaller bus, shuttle, sprinter vans or a trolley for your guest's comfort and ease. Please ask for our approved list of vendors. Lyft does pick up at Seven Springs.

Q: Can we use the fireplaces?

The fireplaces in the Manor House are non-working for safety reasons. They can be decorated with floral arrangements or other decorative items excluding candles. The fireplaces in The Suite of the Guest House and the main floor of the Honeymoon Cottage are functional. We will gladly get a fire going for you!

Q: Are dogs/pets permitted at Seven Springs?

Yes! We ask that all pets stay on a leash when outside and that they are picked up after. If overnight guests wish to bring dogs, they must stay in the Guest House or Honeymoon Cottage and crated while not with owners. There is a \$250 required fee to bring in animals for overnight stays.

Q: Can we use the site for a ceremony rehearsal?

A ceremony rehearsal can be hosted before your wedding. The rehearsal should take no more than an hour and can be scheduled with our venue coordinator prior to your event. Be sure to inquire if you are interested in also hosting your rehearsal dinner afterwards on site at Seven Springs in the Carriage House!

Q: Can we take photographs on the property prior to our event?

Yes! Photo shoots of any kind need to be scheduled with our Venue Manager to ensure the spaces you wish to photograph in or around are available and open for your use. There is a fee to shoot on the property that can be paid when scheduling the shoot or on the day of. Clients who have already booked an event with us will have the fee waived for a photo shoot.

CATERING: FOOD & BEVERAGE

Q: Does Seven Springs offer its own catering?

No. Seven Springs requires the use of one of our preferred catering teams to be hired and brought on site for the event. Any caterer used that is not listed as one of our preferred vendors must be approved by our Venue Manager and an additional fee may be charged if they do not meet requirements. Caterers may use the Pavilion Catering Kitchen.

Q: Can we bring in our own alcohol?

Yes. Feel free to drop off alcohol during the rehearsal. In order to do so, the client or caterer MUST provide an ABC day of banquet license. One can be acquired at www.abc.virginia.gov and must be displayed clearly during your event. We recommend starting this process no later than 3 months before your event as it sometimes comes with a waiting period. This license is required anytime there are more than 20 guests on site while alcohol is being served. We also have an ice machine in the Pavilion for your convenience.

CONTRACT & PAYMENTS

You will have 10 days from the date the contract is issued to sign and return the agreement, along with initial payment.

Q: What is the payment schedule?

An initial payment equal to half of the total payment plus a security deposit are due upon signing the contract. Additional services and overnight stays can be added to your event up until the final payment is due. The final balance, including any additional fees will be paid 30 days prior to your event.

Q: What is the security deposit?

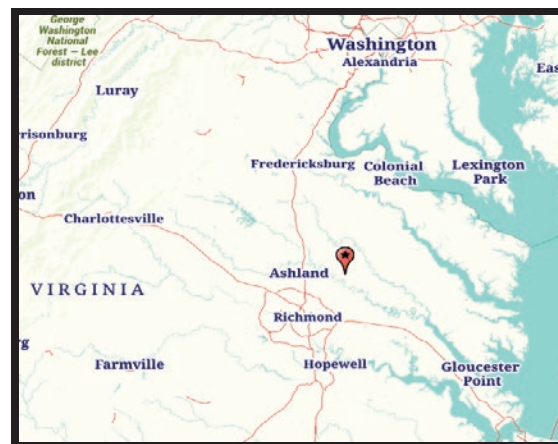
A \$1,000 security deposit is required with the signed contract and will be charged at the same time as your first payment. This is to cover potential damages by your guests and will be refunded 10 business days following the event. If any damages have occurred, you will be notified, and we will bill you for any repairs over and above the deposit.

Q: What additional costs are involved with booking at Seven Springs?

There are a few additional costs to consider when planning a wedding at Seven Springs. We do require you to hire a licensed wedding planner or day of coordinator – one can be hired through Seven Springs. We also require the procurement of Event Insurance for the day. These costs can vary depending on where you are sourcing from, but please let us know if you need any recommendations!

* If interested, please ask for a copy of our contract to see full policies and regulations.

Driving from Richmond takes approximately 30-45 minutes depending on your location.



Preferred Vendors

These vendors are experienced in working at our venue and represent the high standards we hold ourselves to. Their signature talents pair wonderfully with the character and atmosphere of the property. These are simply suggestions as we know each of our clients have differing tastes, needs, and budgets, which we want to be able to accommodate. All vendors booked must be both licensed and insured. Please let us know if you have any questions about vendor choices.

Wedding Planners

The Hive Wedding Collective

Christine Greenberg
www.thehiveweddingco.com

Illumination Events Studio

Chelsea Moring
www.illuminationevents.com

Glint Event

Kate Franzen
www.glintevents.com

Starry Night Events

tanya@starrynighteventsrva.com

Catering

Groovin' Gourmets

Ashley Greene
www.groovingourmets.com

MOSAIC Catering + Events

Mandie Tinsley
www.mosaiccateringevents.com

Garnish Catering

Louis Campbell
www.garnishrva.com

EAT Catering

Sheila Martin
www.eatcateringrva.com

Cater 2 Events

Lona Crittenden
hello@carter2events.com
www.cater2events.com

Deep Run Road House

catering@deeprunroadhouse.com

Cakes

Pearls Cupcake Shoppe

Sophia Jackson
804.285.2253
pearlscupcakeshoppe@gmail.com
www.pearlsbakeshoppe.com

Incredible Edibles Bakery

Deb Miller
Incredibleediblebakery.com

Louisa's Homemades

Jessica Smith
www.louisashomemades.com

Sweet Fix

Kimberly Narlo
www.sweetfixrva.com

Fat Rabbit

Ellyn Hopper
www.fat-rabbit.com

Photography

Nikki Santerre

nikki@nikkisanterre.com
www.nikkisanterre.com

IYQ Photography

Kimie James
www.iyqphotography.com

Arli Quinn

arli@arliquinn.com

Casey Ripp

www.caseyrippphotography.com

Brittany Lowe

brittanylowephotography.com

Videography

C.Y. Wedding Films, LLC

Chris Yeatts
chrisyeattsfilms@gmail.com
www.cyweddingfilms.com

Profound Productions

Brian Godsey
profoundweddingfilms@gmail.com

Florists

Good Vibes/Claire Smith

www.goodvibesgarden.com

Vogue Flowers

Miki Sanguinetti
weddings@vogueflowers.com

Riverwood Designs

Joe and Rob
804.393.2555
www.riverwooddesigns.net

Sarah and Dave Photography

Sarah Mitchell
hello@sarahanddavephotography.com
www.saraanddavephotography.com

Shelby Dickinson

shelbydickinsonphoto@gmail.com

Shannon Hennessey

shannon.hennessey11@gmail.com
www.shannonhennessey.com

Valerie Demo

hello@valeriedemo.com
www.valeriedemo.com

King William Florist

Johanna Bareford
www.kingwilliamflorist.com

Kristen + Sarah

hello@oliverafloraldesign.com
www.oliveraflordesign.com

Transportation

(the largest vehicle we can support is a 44-passenger bus)

Richmond Limousine

804.926.0393
www.bioriderva.com

James River Transportation

804.342.7300
www.jamesrivertrans.com

While you may be able to ride to Seven Springs in an Uber or Lyft – it is not the best option to use an app to get back to your home or hotel. We suggest getting in touch with a classic taxi company such as **Napoleon Taxi – www.napoleontaxi.com | 804.354.TAXI** – for any late night ride needs!

Beauty On Site

BRIDEface Richmond

Aaron Ellerbrock
www.bridefacerichmond.com

Lou Stevens Glam Squad

Kaitlyn Pinney
kaitlyn@loustevens.com
www.loustevens.com
50% off travel fee

Ave. 42

Diane Eppers
diane@ave42.com
www.ave42.com

Elle Style Studios

Aileen Crain
804.248.6467
weddings@ellestylerva.com
www.ellestylerva.com

FBJ Weddings

Joy Pfister
fbjweddings@gmail.com
www.fbjweddings.com

Rentals

Rent-E-Quip

Adam Aultman
804.520.7100
www.rentequip.com

Classic Party Rentals of VA

Carrie Black
carrie@classicpartyrentalsVA.com
www.classicpartyrentalsva.com

Perfect Party Rentals

Angela Simpson
angela@partyperfect.com
www.partyperfect.com

Paisley & Jade

Vintage + Specialty Rentals
Morgan Montgomery
804.381.4625
www.paisleyandjade.com

Additional Vendors

The Coordinated Event

To fill all staffing needs
804.344.0011
coordinatedevent@aol.com
www.thecoordinatedevent.com

King of Pops

Richmond@kingofpops.com
www.Kingofpops.com/contact/Richmond-va/

Gelati Celesti Truck

www.gelatiicecream.com/food-truck

DJ Rudy Lopez

Rudy H. Lopez
rudy@rudyllopez.com
www.rudyllopez.com

Unite DJs + Entertainment

Kenny Barnes
804.615.8639
kenny@unite-djs.com

Bunn DJ Company

Frank Guertler or Pete Bolog
www.bunndjcompany.com/Virginia

Bad Ass Photo Booth

Kaytee Lauren
hello@badassbooth.com
www.badassbooth.com

The Cozy Caravan

Vintage mobile bar
804.683.3683
www.cozycaravanclub.com

Leah Letters

Calligraphy + Custom Signage
hello@leahletters.com

Alpha-Lit

Hannah Forbes
757.630.0168
richmond@alphalitletters.com
www.alphalitletters.com

Nearby Accommodations

These are just a few options in the surrounding area –feel free to explore other accommodations as well!

AirBnb's and B&B's

Great for family or groups of friends who all want to stay together in one place!

www.AirBnB.com

We suggest searching in the Mechanicsville, Ashland, and Hanover areas.

Retreat/B&B

15 minutes from Seven Springs
571.217.7423
Janie Rhodes-Sleeps 4

The Henry Clay Inn

30 minutes from Seven Springs
Historic Downtown Ashland
804.798.3100
www.henryclayinn.com

The Virginia Cliffe Inn

35 minutes from Seven Springs
Countryside Plantation Home
804.266.7344
www.vacliffeinn.com

The Tinder Guest House

25 minutes from Seven Springs
Historic Downtown Ashland
www.tinderguesthouse.com

Roshan Quarterman

40 minutes from Seven Springs
707 Spottswood Rd. Richmond Va
1 Bedroom 1 Bath
804.218.7102

Hotels

The closest hotels to Seven Springs are found in Ashland or Mechanicsville – both within 25 minutes of the venue.

There are a ton of great choices – feel free to search for your favorite!

Hotels located in the city of Richmond- 40 minutes from Seven Springs

A few of our favorites include:

The Jefferson

101 W. Franklin St.
Richmond, VA 23220
804.649.4750

The Quirk Hotel

201 W. Broad St.
Richmond, VA 23220
303.268.6808

Omni Richmond

100 South 12th Street
Richmond, VA 23219
804.344.7000

The Graduate

301 W Franklin St.
Richmond, VA 23220
804.655.9871

Virginia Crossings Hotel-Tapestry Collection by Hilton

30 minutes from Seven Springs
1-844.3.TAPESTRY



 @SevenSpringsVA

 facebook.com/SevenSpringsVA