



## Meadow Hall Weddings Standard Rates and Basic Rental Information

### *Meadow Hall*

The timeless elegance and rustic charm of Meadow Hall will make any couples' special day unique. Multiple outdoor and indoor ceremony and reception locations offer options that will satisfy any vision.

#### STANDARD RENTAL PACKAGES:

	FRIDAY	SATURDAY	SUNDAY	TUESDAY, WEDNESDAY, or THURSDAY
Rental Fee	\$3,500	\$4,200	\$3,000	\$2,000

#### **FRIDAY or SATURDAY - Ceremony and Reception**

##### **\*Rental Package Includes:**

- 10 hours of rental time (available hours of rental between 9:00 a.m. to 11:00 p.m.)
- 5 hours the day prior to the event day, 1:00 p.m. to 6:00 p.m., of set-up/decorating time and rehearsal time
- 2 hours for on-site wedding portraits or engagement photos, based on venue availability, prior to event day
- Tables and up to 200 chairs; chairs over the 200 provided with rental are available for a \$2 per chair fee
- All tables and chairs set in place per client's design prior to arrival for set-up, rehearsal, and the event by Meadow Event Park staff
- Private event signage directing guests to parking and Meadow Hall
- A Meadow Event Park staff member on-site for the duration of set-up, rehearsal, and the event

#### **SUNDAY - Ceremony and Reception**

##### **\*Rental Package Includes:**

- 10 hours of rental time, 12:00 p.m. to 10:00 p.m.
- 2 hours for on-site wedding portraits or engagement photos, based on venue availability, prior to event day
- Tables and up to 200 chairs; chairs over the 200 provided with rental are available for a \$2 per chair fee
- All tables and chairs set in place per client's design prior to arrival for set-up, rehearsal, and the event by Meadow Event Park staff
- Private event signage directing guests to parking and Meadow Hall
- A Meadow Event Park staff member on-site for the duration of set-up, rehearsal, and the event

#### **TUESDAY, WEDNESDAY, or THURSDAY - Ceremony and Reception**

##### **\*Rental Package Includes:**

- 10 hours of rental time (available hours of rental between 9:00 a.m. to 9:00 p.m.)
- 2 hours for on-site wedding portraits or engagement photos, based on venue availability, prior to event day
- Tables and up to 200 chairs; chairs over the 200 provided with rental are available for a \$2 per chair fee
- All tables and chairs set in place per client's design prior to arrival for set-up, rehearsal, and the event by Meadow Event Park staff
- Private event signage directing guests to parking and Meadow Hall
- A Meadow Event Park staff member on-site for the duration of set-up, rehearsal, and the event

**Important notes for all wedding rentals:**

- A non-refundable \$1,000 deposit is due at time of contract signing to reserve the event date and the balance is due 60 days prior to day of the event. *If the event is canceled more than 60 days prior to the event date, the venue will retain 50% of the total rental fee; if canceled within 60 days of the event date, venue retains 100% of total rental fee.*
- All dates quoted are based on availability at time of inquiry and only secured with a signed contract and minimum payment requirement.
- A minimum of a \$1M liability insurance policy (event insurance) is required naming Commonwealth Fairs & Events, Inc. as additional insured. Insurance may be obtained through the client's homeowner's policy or purchased through The Meadow Event Park for an \$85 fee (form upon request). Proof of insurance is required within 30 days of the event.
- The Meadow Event Park has preferred catering options (see list); use of a non-preferred CF&E, Inc./The Meadow Event Park caterer requires a completion of the Preferred Catering Release Form. Outside caterers must be licensed and insured, and provide The Meadow Event Park with a certificate of liability insurance naming Commonwealth Fairs & Events, Inc. as additional insured. Catering and/or rental company must provide linens, flatware, china, etc.
- Clients are not required to obtain an alcohol permit through ABC, providing the event does not include a cash bar. Events having a cash bar must obtain written permission from the venue, an alcohol permit through ABC and an additional, separate minimum \$4M liquor liability insurance policy naming Commonwealth Fairs & Events, Inc. as additional insured.
- Clients may bring their own alcohol (beer, wine, liquor; kegs not permitted); a professional bartender is required at any location where alcohol is being served.
- All events must be concluded no later than 11 p.m. or a minimum of one hour prior to the conclusion of contracted rental time, whichever occurs first. All event decorations, personal items, guests and vehicles must vacate The Meadow Event Park property by 11 p.m. or at the conclusion of contracted rental time, whichever occurs first.
- In determining rental hours needed, please include time for vendors to access the venue (caterer, DJ, cake, florist, etc.), set-up of final decorations, wedding party preparations (hair, make-up, dressing, etc.), event time and clean-up. A typical day of event schedule is: 2-4 hours before the event for preparations, 5-9 hours for the event, and 1-2 hours after the event for clean-up.
- Smoking, e-cigarettes, vapor devices and use of tobacco products are not permitted in Meadow Hall and the historic barns area. Designated smoking areas are on the front porch and rear patio of Meadow Hall.

**Please contact us for more information about the following:**

- Additional hour(s) for standard rental packages, extra fee(s) apply
- Special rental packages: ceremony only and reception only
- Discount for active and retired military

*Tours of Meadow Hall provided by appointment only.*

*Please contact the venue manager by phone (804) 994-2891 or email [weddings@meadoweventpark.com](mailto:weddings@meadoweventpark.com).*

*Please Note: The Meadow Event Park is a multi-use facility; though no events will be held in Meadow Hall and/or the immediate vicinity of Meadow Hall, front and rear lawns, and historic barns and paddock areas, additional public and/or private events may potentially occur in other locations on the property during rental dates and times. Restricted, limited, and/or no access to or from other events on the property is permitted to or from Meadow Hall.*

## Inclement Weather Facility



## *Meadow Pavilion*

In the event of inclement weather, Meadow Pavilion, if available, may be rented for a \$500 fee prior to the event as an alternate ceremony space location. If desired, clients may reserve the site in advance, guaranteeing availability, at time of contract signing.

\*Meadow Pavilion is also available for private events, church/family reunions, receptions and parties without rental of Meadow Hall. Please call for rate and rental information.

*Tours of Meadow Pavilion provided by appointment only.*

*Please contact the venue manager by phone (804) 994-2890 or email [pdaneker@meadoweventpark.com](mailto:pdaneker@meadoweventpark.com).*

*Please Note: The Meadow Event Park is a multi-use facility; though no events will be held in Meadow Hall and/or the immediate vicinity of Meadow Hall, front and rear lawns, and historic barns and paddock areas, additional public and/or private events may potentially occur in other locations on the property during rental dates and times. Restricted, limited, and/or no access to or from other events on the property is permitted to or from Meadow Hall.*