

# *Middleton Hall*

## Room Rentals

(4 hour increments: 12:30 – 4:30 day time, 7:00 – 11:00 pm night time. Must be out at 4:30 & 11pm times.)

(Sunday's 4-hour increments: between 4:00 -9:00 pm)

*Patron may rent both day and night times, or extra hour if available*

<p><b>We do not allow any outside catering</b></p>	<p>Week Day and Evening Rates</p> <p><i>Note: <u>Non-catered</u> room rental includes tables and chairs only. No rentals after 11:00 pm.</i></p>	<p>Weekends</p> <p><i>5:00 pm Friday to 9:00 pm Sunday</i></p> <p><i>Note: <u>Non-catered</u> room rental includes tables and chairs only. No rentals after 11:00 pm.</i></p>
<p>Patuxent Room</p>	<p>Catered Function: \$200 rental- <u>plus minimum food purchase of \$900.00</u></p> <p>Non-catered Functions: \$500 rental plus linen fee</p> <p><u>Maximum</u> Wedding Reception Capacity: 104 people, 12 tables of 8, dance floor, cake table, one gift table, one DJ table, buffet tables, and head table up to 8</p> <p>Dimensions: 30 x 75; square feet: 2,250</p>	<p>Catered Function: \$400 rental-<u>plus minimum food purchase of \$1,800.00</u></p> <p>Non-catered Function: \$1,000 rental Or \$700 when renting 2 or more rooms</p>
<p>Potomac Room</p> <p>The foyer is not part of room rental.</p>	<p>Catered Function: \$250 rental- <u>plus minimum food purchase of \$1,100.00</u></p> <p>Non-catered Functions: \$600 rental plus linen fee</p> <p><u>Maximum</u> Wedding Reception Capacity: 124 people, 14 tables of 8, dance floor, cake table, one gift table, one DJ table, buffet tables, and head table up to 12 The Potomac room does not have a separate dressing room.</p> <p>Dimensions: 43 x 65; square feet: 2,795</p>	<p>Catered Function: \$500 rental-<u>plus minimum food purchase of \$2,200.00</u></p> <p>Non-catered Function: \$1,200 rental Or \$800 when renting 2 or more rooms</p>
<p>Chesapeake Room</p> <p>The foyer is not part of room rental.</p>	<p>Catered Function: \$300 rental- <u>plus minimum food purchase of \$1,850.00</u></p> <p>Non-catered Functions: \$700 rental plus linen fee</p> <p><u>Maximum</u> Wedding Reception Capacity: 204 people, 24 tables of 8, dance floor, cake table, one gift table, one DJ table, buffet tables, and head table up to 12</p> <p>Dimensions: 65 x 65; square feet: 4,225</p>	<p>Catered Function: \$600 rental-<u>plus minimum food purchase of \$3,700.00</u></p> <p>Non-catered Function: \$1,400 rental Or \$900 when renting 2 or more rooms</p>
<p>Chesapeake and Potomac Rooms</p>	<p>Catered Function: \$400 rental- <u>plus minimum food purchase of \$2,750.00</u></p> <p>Non-catered Functions: \$1,000 rental plus linen fee</p> <p><u>Maximum</u> Wedding Reception Capacity: 396 people, 48 tables of 8, dance floor, cake table, one gift table, one DJ table, buffet tables, and head table up to 12</p> <p>Dimensions: 108 x 65; square feet: 7,020</p>	<p>Catered Function: \$800 rental-<u>plus minimum food purchase of \$5,500.00</u></p> <p>Non-catered Function: \$1,700 rental</p>

0910

**The number of tables and chairs will be set based on the final number of guests paid. Initial \_\_\_\_\_**

Agreed to and accepted on \_\_\_\_\_

Patron \_\_\_\_\_

Date

Signature

Hall Manager \_\_\_\_\_

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