

HARMONY HALL ON RIVERSIDE

by

# RESTORATION HARMONY

DREAM.DESIGN.INSPIRE

## FAQ

- **How many people can this location accommodate?** Our venue holds up to 250 people, however to get a group of 250 comfortably the meal would need to be a plated meal vs. a buffet.
- **Can I hold my ceremony here, too? Is there an additional charge?** Yes! You are welcome to hold your wedding and reception in our venue or using the adjacent park and gazebo. There are additional charges dependent on each couples wedding needs. Set up/Tear Down, park charges, rental chairs (if needed) are just a few things that could impact the pricing.
- **Are there changing areas for the bride and groom?** There isn't a separate bride and groom's area however our design showroom has ample space and can be used by the wedding party. This is a retail space so there are a few rules in using the space. Additionally, to close the Mercantile and use this for the day there is a charge of \$250.00
- **Can the venue be rented the day before or after?** Yes! Should you wish to reserve the space for an extra day we offer a discounted \$1000.00 rate for our couples.
- **How much time is allocated for the rehearsal?** With every wedding/reception held at Harmony Hall a complimentary rehearsal is included. Times are dependent on other scheduled events so simply work with your wedding coordinator to schedule.
- **Is the site handicap accessible?** Yes!
- **What's your weather contingency plan for outdoor spaces?** We will work with each couple to design a plan that works for everyone dependent on your needs.
  
- **Can I move things around and decorate to suit my purposes, or do I have to leave everything as is? Are there decoration guidelines/restrictions?** This is your day! You are welcome to move things around as you wish. Please check with your event coordinator if you want to hang items. They will know what works the best with the material you are using. Real candles are not allowed instead we suggest using battery operated candles. We do have a few extra extension cords on hand but if your decor includes the need for extension cords we recommend planning to bring what is needed. You are also allowed to hang drapery etc. throughout the venue. If you need assistance you can hire our staff to complete the look for you.
  
- **What time can my vendors start setting up on the day of the wedding? Is it possible to start the setup the day before?** Your rental period starts at 8AM on the day of the event. If there are no events scheduled the day before your event you are welcome to set up then after 5pm.
- **Does the venue provide assistance getting gifts or décor back to a designated car, hotel room, etc. after the event has concluded?** If you have hired one of our wedding planners they will be able to assist you with this. If your package includes an event coordinator they can help transport to vans/vehicles but won't be able to leave the premise.
- **Do you have an in-house caterer or a list of "preferred" caterers?** You are welcome to use the caterer of your choice. If you are looking for suggestions we are happy to provide you some of our favorite recommendations.
- **If I hire my own caterer, are kitchen facilities available for them?** We have a fully functional catering kitchen for your caterers to use.

- **Are there restrictions on caterers?** The only thing that we ask of caterers that are preparing on site is to work with us directly. There are charges caterers doing so incur by using our kitchen. However, if your caterer is simply dropping off the food for the wedding no charges are incurred.
- **Are tables, linens, chairs, plates, silverware and glassware provided, or will I have to rent them myself or get them through my caterer?** Tables and chairs are included in your rental fees. If you wish to have Harmony Hall source and secure linens, chair covers, dinnerware, etc. we will pair you with one of our wedding planners.
- **Can I bring my own wine, beer or champagne? Can I bring in other alcohol?** Unfortunately, no. If you wish to have alcohol at your event we have a full licensed bar service on site. Because of Iowa laws and licenses we require you to use our bar service. This is the one requirement we do have, but we are happy to customize and work closely with you to get you every one of your favorite beverages, including signature drinks!
- **Are there restrictions on what kind of music I can play, or a time by which the music must end?** Heck NO! We don't discriminate, and any genre of music is welcome. We do ask that the music be turned down by 10pm and ends by 12A and is all detailed in the contract.
- **Can the venue accommodate a DJ or live band?** Yes. And we do have a few recommendations if needed.
- **Is there parking on site? If so, is it complimentary?** Yes!
- **If a shuttle service is needed, can you assist with setting it up?** If your package includes an event coordinator they will be able to help on the day of your event and if you are using one of our wedding planners they will help arrange that in advance of the wedding/reception.
- **How many restrooms are there?** There are 3 restrooms
- **Do you offer on-site coordination? If so, what services are included and is there an additional charge for them? Will the coordinator supervise day-of? How much assistance can I get with the setup/décor?** We love weddings and we have some great resources that can help you eliminate some of the stress of planning. Please see our pricing sheet for details. Our event coordinators will help you on the day of the event and our wedding planners will be there long before your wedding helping you each step of the way and be there until the end of your event.
- **Do I need to hire my own security guards?** There are no requirements for security in Adel. However, if you wish to have security you are welcome to hire someone to be there.
- **Does the venue have liability insurance?** We have all the insurance coverages required for an event venue including liability insurance. We don't require but highly recommend that each couple secure event insurance of at least 1Mil. Talk to your local insurance agent about options this is a very reasonable expense and offers peace of mind. Should you decide to secure an event policy we ask that you include Restoration Harmony, LLC and Dave and Angela Schrad as named insured in addition to the couple.
- **Can I hire my own vendors (caterer, coordinator, DJ, etc.) or must I select from a preferred vendor list? If I can bring my own, do you have a list of recommended vendors?** We do have a planners, coordinators, a caterer and DJ available should you need them, but you are welcome to use any vendors you choose and we are happy to provide suggestions if you need them.
- **Is there a deposit?** Yes. Once you have secured your date the contract is due along with a deposit of 1/2 the total and a separate check of \$750.00 held in case of damages. This is destroyed following inspection of the event space after the event.
- **Is there a cancellation policy?** Yes. Once you have secured a date we will go over the cancellation policy. There is a 50% non-refundable deposit at the time the contract is signed.
- **Do you provide additional staff if necessary?** Yes. Depending on what your needs are we will hire additional staff for the event. Rates depend on the needs of the couple and number of staff needed.
-