

## **Minnetrستا Wedding Venue FAQ's**

### **Do you require a deposit?**

- Non-refundable 50% reservation deposit due upon booking
- Refundable \$250 security deposit due 30 days before your event

### **Do you require security?**

Yes, if your event meets any of the following criteria:

- Any event with 40 or more guests that extends beyond normal business hours will require security as deemed necessary by Minnetrista.
- Events using Delaware County Fairgrounds for parking will require a crossing guard for the duration of the event.
- Any event serving alcoholic beverages will require security for the duration of the event.

### **Do you require event insurance?**

Yes, we require a certificate of general liability insurance for all events. Proof must be provided to your coordinator by the date listed in your contract. The cost depends on individual policies and is paid to your insurance company. Ask your coordinator for more information.

### **How long can we rent the space?**

Wedding ceremonies are allowed a maximum of 3 hours. Wedding receptions are allowed a maximum of 6 hours. This time does not include setup or teardown, which will be arranged by your coordinator. All events must conclude by 11:00 p.m.

### **Do you have a bridal suite?**

While we do not have a bridal suite, we do have conference rooms available on a first come, first serve basis. You may use these rooms to get ready and store your personal items during your wedding.

### **What is included with the venue rental fee?**

All venues include tables and chairs, which will be set up and torn down by Minnetrista staff. All other equipment, food and beverage, security, linen, audiovisual equipment, and taxes are an additional cost.

### **If I have my wedding ceremony at Minnetrista, can we rehearse the night before?**

If you are having your wedding ceremony at Minnetrista, we offer rehearsal time based on availability for no extra charge. Please schedule your rehearsal with your coordinator.

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### **When can we set up our event?**

All setup and teardown must be done on the day of your event. Your coordinator will arrange your setup and teardown times.

### **Are candles allowed?**

Yes, but they must be in vases or holders with the wick no less than two inches from the top of the container. Taper candles are not permitted.

### **Are there any decorations you do not allow?**

The throwing of rice, confetti, artificial flower petals, birdseed and all other non-biodegradable items, as well as the release of balloons, is not permitted on Minnetrista grounds. Sparklers, fireworks and other incendiaries are strictly prohibited. Bubbles are permitted in outdoor venues only. You may not nail, tape, screw, or otherwise adhere anything to the floors or walls.

### **Do you require a contract or a deposit for catering?**

In order to secure Minnetrista Catering, we require a contract and a 25% deposit on your food and beverage estimate. Once the contract has been signed, changes to the quantity and menu selections may be made until the finalization date listed in your contract.

### **Does Minnetrista Catering have a food and beverage minimum?**

All buffets must have a minimum of 25 people. A la carte appetizers, desserts, and beverages must have a minimum of 50 people or a food and beverage total, before taxes and fees, of no less than \$100 during museum hours, Monday through Friday, or \$300 after museum hours and on weekends.

### **Can we bring our own food and beverages?**

All food and beverages must be provided by Minnetrista Catering or one of our approved outside caterers. We do not permit homemade, store-bought, or carry-out food at any event. For a list of approved outside caterers, please contact your coordinator.

### **Can we bring in our own cake?**

Yes, you may bring a cake from any bakery, pastry chef, or family baker. However, our staff cannot set up, store, or move your cake. Most caterers charge a cake-cutting fee, so please be sure to check with your caterer on their individual policies.

### **What are your policies on alcohol?**

All alcohol must be provided by Minnetrista Catering or through an approved outside caterer or bartender. All served alcohol must remain in rented space only. Security is required for

events serving alcohol. Minnetrista staff and security have the right to warn and remove any guests or clients breaking these policies.

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### **Is parking available?**

Yes, complimentary parking is available for all guests. Parking locations may include: the main parking lot, the Nature Area parking lot, the Orchard Shop parking lot, the L.L. Ball parking lot, or Delaware County Fairgrounds. You may not request specific parking lots, as availability varies upon your event date and guest count.

### **Are there restrooms available for outdoor events?**

Yes, we have two unisex restrooms available in the Education Center in Oakhurst Gardens and two restrooms available near the Wishing Well Garden. Events on the North End may also use the restrooms inside our main building.

### **Are other guests allowed in the gardens while we are having our event?**

All outdoor spaces are open to the public from dawn until dusk. Visitors are generally respectful when they realize there is a wedding going on, but you will need to share the gardens and restrooms with all Minnetrista visitors.

### **What happens if it rains?**

We advise that all outdoor events have a backup plan in case of rain. For an outdoor ceremony, the recommendation is to use your reception space as the rain backup. If you are having a tented reception, we suggest renting tent walls in case of rain. We do not include an indoor space as a rain backup plan free of charge. You may work with your coordinator to arrange a backup plan. We do not refund money for events cancelled due to inclement weather.

### **Do you collect taxes on any rental or catering fees?**

Yes, you will be charged all applicable federal, state, and local taxes on venue rental fees, equipment and linen rental, and food and beverage purchases.