



Weddings at George Mason's Gunston Hall



Ann Mason Room



Intimate courtyard space off the Ann Mason Room



Perfect for cocktail hour!



Private changing quarters are available for the wedding party



Don't miss the chance to snap some pictures on our historic grounds before or after your big day!



Tenting and other rental options provided by our recommended vendors



Breathtaking vista of the Potomac River



Total Square ft.: 1,580
Seated Reception Capacity: 125
Seated Courtyard Capacity: 75



Say "I do" on the historic grounds of George Mason's Gunston Hall. You and your guests will have an experience to remember as you walk in the footsteps of our founding fathers.

Weddings at Gunston Hall are truly a special occasion and can include the use of the grounds, the Ann Mason Room (located inside our visitor center) and its adjoining private courtyard.

We look forward to making your special day one for the history books!

Reservations for an event are secured by a signed Facility Rental Agreement and deposited rental fees by cash or check.

***All rental timeframes include the preparation, guest time, and breakdown needed to conduct the event!**

The Ann Mason Room and Courtyard:

Sunday through Saturday, between the hours of 10 A.M. and 11 P.M.

5 hour rental block- \$2,750

(only a reception in our inside rental space and private courtyard)

Sunday through Saturday, between the hours of 10 A.M. and 11 P.M.

8 hour rental block- \$3,750

(can include a ceremony on the grounds and an inside reception)

Exclusively the Grounds of Gunston Hall:

Sunday through Saturday, between the hours of 10 A.M. and 6 P.M.

2 hour rental block- \$800

(only a ceremony on the grounds of Gunston Hall)

Sunday through Saturday, between the hours of 10 A.M. and 11 P.M.

8 hour rental block- \$4,000

(ceremony and reception on the grounds of Gunston Hall)

Included Services:

- ❖ Guided mansion house tours are complimentary for every wedding rental during business hours.
- ❖ Tables and chairs for up to 125 guests are included in all rentals of Gunston Hall.
- ❖ The Ann Mason Room features internet connectivity and audio-visual capabilities.
- ❖ Wedding party changing quarters for the day of the event may be available upon request.
- ❖ If applicable, a two hour complimentary timeframe during business hours the day before the event is available for early setup and drop off needs.
- ❖ Dedicated onsite staff the day of the event.

Please Note:

- ❖ Gunston Hall requires all Contracting Parties to complete a \$500 credit card authorization form that will only be used in case of damages to the event space or historic grounds.
- ❖ A full-size catering kitchen is available adjacent to the Ann Mason Room. An approved Virginia-licensed caterer is required for use of the kitchen.
- ❖ A Virginia banquet liquor license is required for all events serving alcoholic beverages. This may be purchased by the Contracting Party or caterer on the Virginia ABC website.
- ❖ The Contracting Party must obtain a certificate of liability insurance for injury and damage with a combined single limit of no less than \$1,000,000, adding Gunston Hall, The Board of Regents of Gunston Hall, Inc., and The Commonwealth of Virginia as additional insured.
- ❖ Linens, decorations, and tableware are the responsibility of the Contracting Party.

To schedule a tour and start planning your dream wedding, contact Nicole Morton at 703.550.9220 or nicole.morton@gunstonhall.org

[Gunston Hall](#) | 10709 Gunston Road | Mason Neck, VA 22079

Phone: 703-550-9220 | Fax: 703-550-9480

Open every day except Thanksgiving, Christmas, and New Year's Day.

Public hours: 9:30 a.m. - 5:00 p.m.



Recommended Vendors:

Caterers:

- ❖ Amphora Catering
Xochitl Gutierrez (xochitl@amphoragroup.com)
- ❖ Avalon Caterers International
Anita Ellis (anita@avaloncaterers.com)
- ❖ Catering Reserved
Beth Sharpe (beth@cateringreserved.com)
- ❖ Catering by Seasons or La Prima Catering
inquiry@cateringbyseasons.com (#301.477.3515)
- ❖ Cedar Knoll Catering
Jessica Rivera (jessica@cedarknollva.com)
- ❖ Local NOVA Food Trucks
<https://roaminghunger.com/washington-dc/food-truck-catering/>
- ❖ Main Event Catering
(#703.820.2028)
- ❖ Mission BBQ
Kris Towers (ktowers@mission-bbq.com)
- ❖ Panera Bread Company
Woodbridge Prince William Pkwy
(#703.490.0668)
- ❖ Purple Onion Catering
Kristen G. (kgenton@purpleonioncatering.com)
- ❖ Rocklands Barbeque and Grilling Company
catering@rocklands.com
- ❖ RSVP Catering
(#703.573.8700)
- ❖ Shirley's Catering
Beverly Goldberg (bev@shirleyscatering.com)
- ❖ Tasteful Affairs
Linda H. (linda.harkness@tastefulaffairs.com)
- ❖ Wegmans Catering
Alexandria Location (#571.527.2410)

Hotels:

- ❖ Hampton Inn & Suites (Mt. Vernon/Ft. Belvoir)
#703.619.7026
- ❖ Hampton Inn (Potomac Mills/Woodbridge)
#703.490.2300
- ❖ Holiday Inn Express (Lorton)
#703.643.3100

Rental Linens and Equipment:

- ❖ Capital Classic Party Rentals
#703.661.8290
- ❖ Party Rental Ltd.
#844.464.4776
- ❖ Sammy's Rental Inc.
(info@sammysrental.com)

Unique Vendors:

- ❖ A Dove's Love
Lisa Harris (adoveslove@yahoo.com)
- ❖ Artisan Matchmaker, LLC
Kathryn & Lauren (info@artisanmatchmaker.com)
- ❖ Camelot Classic Cars
Matt (matt@camelotclassiccars.com)
- ❖ Dana's Cake Shoppe
Dana Alfahham (info@danascakeshoppe.com)
- ❖ Fleet Transportation
Ashley Polk (atpolk@fleettransportation.com)
- ❖ Gunston Flowers
#703.339.3597
- ❖ Harmon's Horse Drawn Carriage
info@harmonscarriages.com
- ❖ Meredith Sledge Photography
(meredithsledge@meredithsledge.com)
- ❖ Pour Tu Events
Jordan Zink (jarthor@gmail.com)
- ❖ Rhiannon Bogozi, Wedding Planner
Rhiannon Bogozi (weddingsbyrhi@yahoo.com)
- ❖ Stephen Gosling Photography
Stephen G. (stephen@goslingphotography.com)
- ❖ Sugar Shack Donuts & Coffee
Jessica G (jessica.sugarshackdmv@gmail.com)
- ❖ Twinbrook Floral Design
Brandon S. (brandon@twinbrookfloraldesign.com)
- ❖ Wedding Photojournalism by Rodney B.
Rodney Bailey (info@rodneybailey.com)
- ❖ Whimboy Echavez Photography
Whimboy Echavez (info@whimboy.com)

Gunston Hall Wedding Facility Checklist - Example

Please take note of the items below. An initialed copy will be required with a signed facility rental agreement to confirm your booking of Gunston Hall.

_____ The Contracting Party must provide Gunston Hall with the full details of the event, including but not limited to, information related to all vendors, entertainment provided, and any extraordinary measures needed to conduct the event.

_____ A full-size catering kitchen is available adjacent to the Ann Mason Room. An approved Virginia-licensed caterer is required for use of the kitchen. A sit-down with the selected caterer is required 30 days prior to the event.

_____ The Contracting Party and Caterer is responsible for the cleanup of the catering kitchen and rental spaces used for an event. This may include: vacuuming, moping, sweeping, wiping down tables and counters, breakdown of equipment, and taking out the trash. We ask you leave the space the way you found it.

_____ A Virginia banquet liquor license is required for all events serving alcoholic beverages. This may be purchased by the Contracting Party or caterer on the Virginia ABC [website](#) (\$55). Gunston Hall reserves the right to terminate any event serving minors alcohol and creating a disruptive event.

_____ Small children and youth must be under adult supervision at all times.

_____ The Contracting Party must obtain a certificate of liability insurance for injury and damage with a combined single limit of no less than \$1,000,000, adding Gunston Hall, The Board of Regents of Gunston Hall, Inc., and The Commonwealth of Virginia as additional insured.

_____ Tables and chairs for up to 125 guests are included in all rentals of Gunston Hall. This includes 125 white plastic folding chairs for a ceremony, and a variety of options for an inside reception.

_____ Linens, decorations, and tableware are the responsibility of the Contracting Party or caterer.

_____ Tenting on the grounds and in the courtyard requires authorization.

_____ Guided house tours are complimentary for every wedding rental during business hours. Tours must be arranged before the scheduled event, and are available until 5:00 P.M.

_____ Amplified music is permitted in limited areas on the property, provided volumes are kept at a reasonable level. All amplified music must end at 11:00 P.M. The Contracting Party will be responsible for paying any fines imposed

_____ The Ann Mason Room features internet connectivity and audio-visual capabilities.

_____ Food and drink are not allowed inside the gallery spaces of the Visitor Center.

_____ Open flame candles are not allowed anywhere on the property of Gunston Hall.

_____ Smoking is strictly prohibited in the courtyard of Gunston Hall.

_____ Sparklers, silly string, confetti, glitter, birdseed, or other small objects thrown or used on the property are not permitted. The use of rose petals, glow sticks, and bubbles are only allowed outside.

_____ Only service animals for persons with disabilities are permitted during an event.

_____ The grounds behind the house have limited lighting and electrical outlets. Additional power and lighting sources may need to be rented through a vendor based on the extent and timeframe of an event.

Gunston Hall Wedding Cleanup Checklist - Example

Please take note of the items below. An initialed copy will be required with a signed facility rental agreement to confirm your booking of Gunston Hall.

_____ Notify a Gunston Hall staff member if any stains or damages occurred to the Ann Mason Room, catering kitchen, or grounds.

_____ Vacuum the Ann Mason Room carpet (Oreck vacuum provided).

_____ All 3x3, 6ft, and 8ft tables in the Ann Mason Room, courtyard, on the grounds, and in the Visitor Center need to **be brought into the rental space, broken-down, and stacked against a brick wall after the event is completed.** If breakdown of the banquet tables and chairs is required, advanced notice will be given. General setup and breakdown of the ceremony chairs is done by Gunston Hall staff.

_____ Sweep and mop the catering kitchen. The mop is located on the side of the tall white cabinet in the kitchen and the broom is available upon request.

_____ All counters, sinks, and appliances used need to be sanitized and wiped down properly.

_____ Make sure all appliances have been turned off in the catering kitchen.

_____ All rental inventory equipment needs to be broken down and placed together in the same location based on which company delivered them.

_____ All trash needs to be picked up from the property and disposed of properly. Disposal of trash and recycle is the responsibility of the caterer or contracting party.

_____ Trash needs to be bagged, and disposed of properly (additional trash bags located in the white cabinet in kitchen). The dumpster is located right outside the Ann Mason Room loading door. If the dumpster is almost full, trash will need to be dumped offsite at your own location and expense.

_____ Recycle boxes need to be broken down and other items need to be bagged and disposed of properly. The recycle dumpster is the second one located outside the Ann Mason Room loading door (has the green recycle symbol on it). If the dumpster is almost full, recycle will need to be dumped offsite at your own location and expense.

Gunston Hall Included Inventory List

Items:	Qty. Available:	Allowed:	Tablecloth Size:	Number of Guests:
36" wooden round	8	Inside or courtyard (not on the grounds unless for water table)	96"	2 for sweetheart table or 4 for a seated meal/cocktail hour
High top table (30" x 42")	3	Courtyard (not on the grounds)	132"	2 - 4 standing for cocktail hour
6' plastic table	25	Inside or outside	90" x 132"	6 when attached to another table or 8 free standing
8' plastic table (fold in half)	4	Inside	90" x 156"	8 - 10 people
Oval 5' x 6' table	12	Inside	120" or 132" round (they will be long on one side since tables are an oval size)	10 is the max
Ballroom chair	150	Inside	X	X
White folding chair	200	Outside	X	X
Highchair	2	Inside or outside	X	X
Podium w/ mic or wireless mic	1	Inside	X	X



*** Glassware, silverware, kitchen/homeware, linens, and all other decorative items located in the Giraffe Room or catering kitchen are property of Gunston Hall and ARE NOT FOR RENTAL USE!**

**** It is the responsibility of the Contracting Party to bring or rent glassware, silverware, linens, and all other decorative items desired for an event.**