2019-2020 PhilaLandmarks Site Rental Information for Catered and Non-Catered Events at

Powel House and Hill-Physick House

Rental Rates

Monday through Thursday	$1,250*	4 hour rental	Overtime Fee of $250 Per Hour
Friday	$2,000*	4 hour rental	Overtime Fee of $500 Per Hour
Saturday or Sunday	$2,500*	4 hour rental	Overtime Fee of $500 Per Hour

*Philalandmarks base rental rates listed above are for events up to four hours. The rates are the same whether the houses are used for a ceremony, reception, or both.

We do require adding a 5th hour if you plan to have both a wedding ceremony and reception on site.

Rental Process: Easy as 1…2…3…

1. Tour and Select a house: Powel House, Hill-Physick House, or Both! Clients enjoy renting one house for ceremony and the other for their reception. Guests enjoy taking the short but scenic walk from one property to the other. Please inquire about bundle rates.
2. Reserve a tent if applicable and additional garden lighting you may want or need through Ocean Tents
3. Select a full-service caterer from our Approved Caterer List

Optional: Add additional vendors:

- Music**
- Floral
- Décor
- Etc.

Approved Caterers

Jose Garces Catering	Claire Kos	215.670.2387	Claire.Kos@garcesgroup.com
	CLICK HERE TO CHECK OUT GARCE'S CUSTOM POWEL & HILL-PHYSICK CATERING PACKAGE!		
Constellation Catering	Brittany Ballester	267-398-3070	brittany.ballester@starrcateringgroup.com
DiBruno Bros	Amy Howe	267.463.4834	AHowe@dibruno.com
Day By Day	Maggie Guerin	215.564.5540	maggiedaybyday@gmail.com
Birchtree Catering	Christina Giancola	215.744.9489	info@birchtreecatering.com
Chef's Table	Rachel Perry	215.925.8360 ext 110	Rachel@cateringphiladelphia.com
Herb Scott Catering	Herb Scott / Kelley Lischon	215-84201609	HerbScott@HerbScott.com
Jeffrey Miller Catering	Liz Bush	215- 251-7319	lizb@jamcater.com
Catering by Design	Stephanie Shaul	215.866.9500	stephanie@cbdevents.com

Security Deposit We require a $1,000 refundable security deposit (separate from your rental fee) to formally reserve your date. The security deposit is due at the time of booking along with the submission of a signed contract. Your security deposit will be refunded approximately 30 days after the event assuming no damages have occurred. If you pay the security deposit and *cancel* your event, the deposit will be returned to you only if the date is re-booked by another client.

Venue Capacities: The Houses may be used for ceremonies, seated luncheons, or dinners of up to fifty (50) people inside, or for cocktail receptions of up to seventy-five (75) people inside. There are no exceptions for these numbers.

The gardens combined with the interior spaces can hold a maximum of (100) people for ceremonies, seated dinners, or cocktail parties.

Tenting: Prices do not include tenting fees. If your guest list exceeds our indoor capacity (see venue capacities above), a tent must be reserved from PhilaLandmarks' exclusive vendor, Ocean Tents, at the time of booking the venue. You will be required to submit a tent reservation invoice. There is a fee associated with reserving the tent. You do not have to use the tent if the weather cooperates and Ocean Tents will let you decide whether or not you want the tent put up a few days before your event. Please note the tent *reservation* fee is non-refundable. We think of this cost as rain insurance for your special event.
Additional Lighting: Ocean Tents is also approved to install free standing bistro lighting in the garden. We recommend adding additional lighting to the outdoor space.

Ocean Tents Contact Info:

Joseph Peregman Jr. 609.914.0600 jr@oceantents.com.

Taylor Schwerzel taylor@oceantents.com

Ocean Tents can also rent tables, chairs, linens, lighting, etc. if you are just renting the houses for a wedding ceremony without the use of a caterer. If you are hosting a catered event, your full-service caterer (selected from the previous page) will assist you in reserving your tables, chairs and linens, etc.

Some Notes About Our Houses

Alcohol: Both of our historic houses are BYOB! This is a great feature as you can fully customize your bar and you pay fewer price markups. Many distributors let your return unopened bottles or cases. You can drop off alcohol yourself a day or two before the event or have it delivered to our houses straight from a distributor.

Alcohol service must end 30 minutes prior to contracted end time of the event.

Red Wine: Red wine can be stocked and served at an outdoor bar or poured by approved catering staff at an indoor seated dinner. Red wine cannot be stocked at an indoor bar.

Dancing: There is no dancing allowed inside of the houses, however, dancing in the garden spaces is permitted.

Candles/Open Flames: No candles or open flames of any kind are allowed inside the house museums. Floral companies as well as craft stores like Michaels and AC Moore now have wide selections of LED / flameless candles! They're extremely beautiful and romantic.

Event Timing: All events must end by 10:00pm at the absolute latest. If the house is rented until 10:00pm please note your bar will be closed at 9:30pm (30 mins before event end time). Overtime fees will apply if you exceed your rental period.

Music: After 9:00pm volume on live and recorded music must be substantially lowered in the gardens according to the neighborhood's ordinances. No amplified bands or DJ's. Acoustic bands and docking stations are permitted. If your live acoustic band arrives with amplifiers they will not be permitted to use them. A vocalist can use a mic and small speaker.

Smoking: Smoking is not permitted in the mansions, gardens, or out front of the private residences where the mansions are located.

Personal Liability Insurance

Commercial General Liability: You must secure and provide Landmarks proof of general liability insurance including host liquor liability by providing a certificate of insurance naming "Philadelphia Society for the Preservation of Landmarks, Inc." as Additional Insured for General Liability. PhilaLandmarks should receive the certificate at least 30 days prior to the event. Please feel free to reach out with any questions about this requirement.

You can add Powel House or Hill-Physick House as a rider to an existing insurance policy or obtain 3rd party special event coverage. The required Special Event insurance can be obtained at by navigating to the following link: https://www.phly.com/products/SpecialEvents.aspx?utm_source=homepage&utm_medium=link&utm_term=special%20events&utm_campaign=featured

Parking

Powel House and Hill-Physick House do not have on-site parking. Options for parking including utilizing the two public lots below, hiring a valet service. It is always best to encourage guests to walk or take an Uber/Lyft/Cab.

Hill-Physick House: There are two parking garages located at 2nd and Lombard Streets.

Check out this Map

Powel House: The closest is located on 2nd Street between Chestnut and Walnut.

Check out this Map

Recommended Vendors

Don't see what you're looking for? I'm sure we have a great company on file! Reach our Private Rentals Coordinator at mregina@philaPhilaLandmarks.org

Tents, Microphones, Tables, Chairs

Ocean Tents

Florist / Event Design

Beautiful Blooms Events

Papertini Floral and Event Design

Petals Lane Florist

Love n' Fresh Flowers

Photography

Werth Photography

Love me Do Photography

Mac Photographers

Ashley Ringelberg Photography

Videography

Merryweather Films

Invitations / Stationary Design

Chick Invitations

Bartenders/Servers

Party Helpers

Wedding & Event Planner

Brass Tacks Events

House of Catherine

Hotels

Kimpton Hotel Monaco Philadelphia

Penn's View Hotel

Best Western Plus Independence Park Hotel

Music

-Franklin Quartet

Contact: Marika 626-413-4649

-Night Music Ensemble

Contact Heather heatherlardin@gmail.com

-Musicians Mole Street Artists

-Kleine Kammermusik

-Rittenhouse Strings

-Christopher Davis-Shannon