



## WEEKEND RENTAL RATES

Rates apply Friday through Sunday

Maximum Capacity: House – 180 / Ballroom – 80 / Tent - 172

10 % Discount for Columbia Association Assessed Residents/Businesses, Non-Profits & Active Military

Total rental hours must include set-up & clean-up time

WEEKENDS	RENTAL RATE (Total rental hours include set up & clean up time.)		
	6 hrs	8 hrs	10 hrs
<b>FRIDAY</b>			
<b>Manor House &amp; Grounds (Exclusive Use)</b> 12:00 PM to 12:00 AM	\$1,700	\$2,200	\$2,800
<b>1<sup>st</sup> Floor &amp; Grounds</b> 12:00 PM to 12:00 AM	\$1,500	\$2,000	
<b>SATURDAY</b>			
<b>Manor House &amp; Grounds (Exclusive Use)</b> 8:00 AM to 4:00 PM	\$1,800	\$2,400	\$3,300
	4:00 PM to 12:00 AM	\$2,300	
<b>1<sup>st</sup> Floor &amp; Grounds</b> 8:00 AM to 4:00 PM	\$1,600	\$2,100	
	4:00 PM to 12:00 AM	\$2,000	\$2,700
<b>SUNDAY</b>			
<b>Manor House &amp; Grounds (Exclusive Use)</b> 10:00 AM to 11:00 PM	\$1,700	\$2,200	\$2,800
<b>1<sup>st</sup> Floor &amp; Grounds</b> 10:00 AM to 11:00 PM	\$1,500	\$2,000	
<b>EXTRA RENTAL HOUR PRICING</b>			
Friday and Sundays - \$280 Saturday - \$330			
<b>PAYMENT SCHEDULE</b>			
❖ Upon execution of the contract, 50% of the Rental price is due.			
❖ 6 weeks prior to event date, remaining 50% of Rental price + <b>\$500 Security Deposit are due</b>			

### COMPLIMENTARY:

- Inside tables and chairs with set-up
- Day of event on-site facility assistant to manage venue
- 1-hour ceremony rehearsal for wedding ceremonies taking place onsite
- Use of warming kitchen (refrigerator, freezer, microwave, convection oven, warming cabinet, ice machine)
- Free, onsite parking.

### OPTIONS:

- When a national holiday falls on a weekday, **Sunday** rental rates apply to all social events, with a **\$30** per hour staffing premium.
- Special rental conditions apply to parties for ages 6 months to include a **\$30** per hour staffing premium. Request addendum for specifics.
- Indoor/Outdoor white ceremony/reception chairs or indoor gold Chiavari chairs - **\$4.00** per chair (Minimum 50/Maximum 100). Set-up and break-down included.
- Inside house set-up included in rental fee. Any other set-up or moving of chairs available for **\$150** per occurrence.

### TENT:

- Tent is an additional fee of \$1,500 to rent and is exclusively sold and managed by *Elite Tents and Events* for Historic Oakland.
- When renting the tent, 1<sup>st</sup> floor rental of house is required, which includes use of the kitchen, dressing lounge, and restrooms.
- Tent is *permanently installed* on the brick patio in the rear yard and cannot be removed during the months of March-November.
- Includes cathedral side panels and interior lighting. Tables, chairs, heaters/fans, etc., are an extra rental fee.
- Equipment, set-up and break-down under the tent are an additional cost. Speak with Oakland staff for pricing.
- Speak with an *Elite* representative directly (410-795-8368) for more information and pricing regarding all your tent needs.