

Historic Ogle Hall



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Weddings 2019

Your Wedding at
Historic Ogle Hall

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Chapter 1

Welcome to
Historic Ogle Hall



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PHOTO BY MICHELLE LANDREAU PHOTOGRAPHY

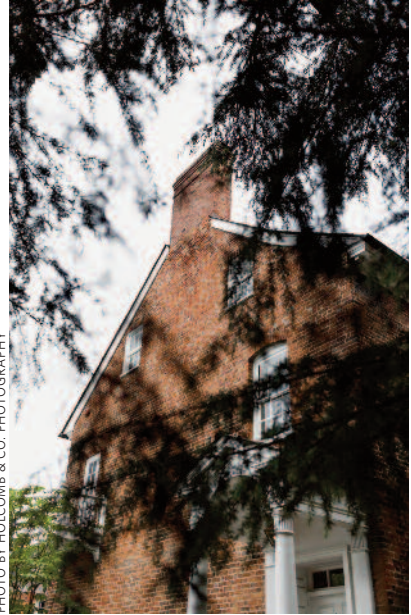


PHOTO BY HOLCOMB & CO. PHOTOGRAPHY

Ogle Hall has been a focal point of Annapolis cultural life since its construction in 1739. According to legend, George Washington and the Marquis de Lafayette strolled its elegant rooms when it served Maryland as the Governor’s Mansion. Many antiques and architectural details are preserved within its walls. Today it serves as the Alumni House for the U.S. Naval Academy, a purpose which has brought both conservation and modernization. The house boasts a full catering kitchen, controlled lighting, central heat and air conditioning, handicap accessibility and all the modern touches you could want for your special day.

Located within walking distance of Downtown Annapolis and nestled among historic neighborhood homes, Ogle Hall is both quaint and elegant, without feeling like a museum. There is no better place to introduce your guests to the beauty and charm of Historic Annapolis.

Welcome to Historic Ogle Hall

Chapter 2

Our Event Spaces



PHOTO BY WENDY HICKOK PHOTOGRAPHY

The Ballroom at Ogle Hall is charming, unique and versatile. Harkening back to colonial times, many of the ballroom's original features have been preserved, such as its fireplace, mantle and stunning crown molding. Our favorite legend is that the Marquis de Lafayette called this the most beautiful ballroom in America during a visit here.

This space is perfect for dining or dancing. When used for a meal, this room can seat up to 40 people. When used as a dance floor, it becomes an ideal space for a large wedding. It is also the perfect backdrop for cake cutting or champagne toasts. It is cozy, elegant and adaptable.

Our Event Spaces

The Ballroom



PHOTO BY KATE FINE ART



PHOTO BY HOLCOMB & CO. PHOTOGRAPHY



PHOTO BY WENDY HICKOK PHOTOGRAPHY



PHOTO BY MICHELLE LANDREAU PHOTOGRAPHY

The Ballroom



The Drawing Room shares the same elegant charm as the rest of the historic mansion. It, too, has its own fireplace with a mantle begging to be decorated with family photos or fresh florals. Its large windows look out over the front lawn and what used to be the front staircase. A crystal chandelier is the focal point of the room.

For a seated function, this room can accommodate 20 guests. More often the Drawing Room serves as the perfect space for a bar, buffet table or stationary displays. With a few cocktail tables, this room is an ideal escape from the music or a wonderful place for a mid-party conversation.

Our Event Spaces *The Drawing Room*



PHOTO BY WENDY HICKOK PHOTOGRAPHY



PHOTO BY WE ARE THE CASHMANS



PHOTO BY WE ARE THE CASHMANS

The Drawing Room



PHOTO BY WENDY HICKOK PHOTOGRAPHY

The Sitting Room is the coziest room in the house. Yet another fireplace adorns this room with more large windows overlooking the front lawn. It houses an antique grandfather clock and vintage armoires, which add to its charm.

This room is often used as a sitting area with couches and upholstered armchairs. Coffee service can be provided in this room for those who want to take a seat and enjoy a quiet break. It can also accommodate a bar or hold a table of 10 seated guests.

Our Event Spaces

The Sitting Room



PHOTOS BY WENDY HICKOK PHOTOGRAPHY

The Sitting Room



The Entrance Hall is an essential part of the house. Here, guests gather their first impressions and often mingle here during cocktail hour. It has a beautiful sideboard that can be decorated with a large floral arrangement, engagement photos or family mementos. The focal point of the Entrance Hall is the cantilevered staircase, one of the first in the nation. This staircase is the perfect place to make your reception entrance and be introduced for the first time as a married couple.

The front door entryway has a space large enough for a guest book, wedding favor display or photo booth. The Entrance Hall itself is a great place for cocktail hour and perfect for guests to watch as you make your grand entrance.

Our Event Spaces

The Entrance Hall



PHOTO BY WE ARE THE CASHMANS



PHOTO BY WE ARE THE CASHMANS



PHOTO BY HOLCOMB & CO. PHOTOGRAPHY

The Entrance Hall



Having once served as an actual taproom for Naval Academy alumni, the Taproom feels distinctly different from the rest of the house. It is fully equipped with controlled lighting to set the mood as well as large-screen TVs perfect for displaying photo slideshows or video montages.

This room can seat up to 50 for dinner and offers great overflow space in case of rain. Additionally, it is an excellent option for dancing. DJs and bands can set up here easily. It can also be used as a kids area as it is free from large antiques and has an easily cleaned tile floor.

Our Event Spaces

The Taproom



PHOTOS BY WENDY HICKOK PHOTOGRAPHY

The Taproom



The Courtyard is our premier space. It is nestled behind Ogle Hall and adjacent to the Ballroom. It offers complete privacy as it is off the street entirely. The Courtyard is surrounded by artfully lit seasonal landscaping. A large, handsome tree grows up through the center and adds to the intimate feel of the space.

Our Courtyard seats up to 140 and can be completely tented or left open to the air. Our tents can be either white-topped to shade from the sun or clear-topped to appreciate the trees and stars. Depending on size, the bar can be put outside under the tent and in some cases, the food can be as well. In case of rain, the tents can be completely enclosed with clear sidewalls and a clear-top marquee placed over the stairs to shield guests as much as possible from the elements. Also a great space for ceremonies, the Courtyard can be transformed from ceremony space to reception space for a single event.

Our Event Spaces

The Courtyard



PHOTO BY WENDY HICKOK PHOTOGRAPHY



PHOTO BY MICHELLE LANDREAU PHOTOGRAPHY



PHOTO BY MICHELLE LANDREAU PHOTOGRAPHY



PHOTO BY WENDY HICKOK PHOTOGRAPHY

The Courtyard

PHOTO BY CARLY FULLER PHOTOGRAPHY



PHOTO BY MICHELLE LANDREAU PHOTOGRAPHY



The Courtyard



The Front Lawn is often used for wedding ceremonies, which can provide the backdrop of a beautiful historic mansion for your ceremony photos. This is also a great space to set out lawn games or for children to play during your event.

The Side Lawn is a great outdoor addition to cocktail hour. The side door of the house flows right from the Entrance Hall to the Side Lawn. With bistro lighting, cocktail tables or lawn games, this is a great option for additional cocktail hour space. The focal point of the Side Lawn is our Juliette balcony, which is a must for photos. The Side Lawn is also a wonderful vantage point for your photographer to capture a photo of your whole wedding party together.

Our Event Spaces

The Front and Side Lawns

PHOTO BY WENDY HICKOK PHOTOGRAPHY



PHOTO BY MICHELLE LANDREAU PHOTOGRAPHY



PHOTO BY WE ARE THE CASHMANS



PHOTO BY MICHELLE LANDREAU PHOTOGRAPHY



The Front and Side Lawns

Chapter 3

Your Ogle Hall Wedding

All rentals include exclusive use of Ogle Hall, set up and breakdown and event time of up to 5 hours. Rental prices include rentals for up to 100 guests. Additional rentals will be coordinated as needed.

Ceremony Only Rental: \$750

Non-Tented Option for Reception Only:

Saturday \$5,000

Friday & Sunday \$4,000

Non-Tented Option for Ceremony & Reception:

Saturday \$5,500

Friday & Sunday \$4,500

Tented Option for Reception Only:

Saturday \$9,500

Friday & Sunday \$9,000

Tented Option for Ceremony & Reception:

Saturday \$10,000

Friday & Sunday \$9,500

Choice of:

Plasticware: \$500

Glassware and China: \$1,500

15% coordination fee for catering, additional rentals and bar totals

50% deposit due with contract

Complimentary hold on your desired date for 10 days with the Complimentary Hold Form located at the back of this packet

Rental Prices



What's included in your rental?

- Exclusive use of Ogle Hall and all its public rooms and outside spaces including time necessary for set up and breakdown and an event time of up to 5 hours
- Personal wedding planner to coordinate vendors, catering, rentals, timeline, day of coordination and much more
- Tented option includes full tented courtyard with the option for a clear top or white top tent with starlight lighting package
- 12 round tables
- 100 Chiavari chairs with cushions
- 10 cocktail tables
- 1 30" round sweetheart table
- Choice of ivory or white premium linens for round and cocktail tables
- 2 bar tables
- Black premium linens for bar tables
- 100 napkins in your choice of color
- Full china service for 100 (with china package)
- Full glassware service for 100 (with china package)
- Full flatware service for 100 (with china package)
- Full premium plasticware service (with plasticware package)

What's Included in Your Rental?



China, glassware and flatware can help set the tone for your wedding, whether that be elegant and understated, bold and modern or somewhere in between. All options are available to you once you select the china package. The following pictures illustrate the different options available. Our venue coordinator will work with you and your caterer to make sure your selection fits your needs.



PHOTO BY MICHELLE LANDREAU PHOTOGRAPHY

China Packages



PHOTOS BY WENDY HICKOK PHOTOGRAPHY

China Packages



PHOTOS BY WENDY HICKOK PHOTOGRAPHY

China Packages

Plasticware can also be an excellent choice. Whether it's a more casual menu, a daytime or brunch affair or if it simply fits your style better, plasticware can be a great option. We have two styles of plates available, shown below.



PHOTOS BY WENDY HICKOK PHOTOGRAPHY

Plasticware Packages

Here at Ogle Hall, we are happy to help you select the perfect bar package to fit your event. We offer a range of flexible options so that you and your guests can enjoy the perfect bar.

Premium Bar Package: \$35 per person over the age of 21

Choice of 4 Wines:

Cabernet Sauvignon, Pinot Noir, Merlot, Pinot Grigio, Chardonnay, Rosé

Choice of 4 Bottled Beers:

Miller Lite, Yuengling, Sam Adams, Stella Artois, Corona, Bold Rock Cider

Mixed Drinks made with our Premium Liquors:

Tito's Handmade Vodka, Tanqueray Gin, Captain Morgan Rum,
Crown Royal Whiskey, Johnnie Walker Black Scotch, Maker's Mark Bourbon
Champagne Toast with Korbel Champagne

Classic Bar Package: \$30 per person over the age of 21

Choice of 4 Wines:

Cabernet Sauvignon, Pinot Noir, Merlot, Pinot Grigio, Chardonnay, Rosé

Choice of 4 Bottled Beers:

Miller Lite, Yuengling, Sam Adams, Stella Artois, Corona, Bold Rock Cider

Mixed Drinks make with our Classic Liquors:

Svedka Vodka, Bombay Gin, Bacardi Rum, Canadian Club Whiskey,
Dewar's Scotch, Jim Beam Bourbon

Standard Bar Package: \$20 per person over the age of 21

Choice of 4 Wines:

Cabernet Sauvignon, Pinot Noir, Merlot, Pinot Grigio, Chardonnay, Rosé

Choice of 4 Bottled Beers:

Miller Lite, Yuengling, Sam Adams, Stella Artois, Corona, Bold Rock Cider

All packages include unlimited sodas, juice and water.

Add-ons

Champagne toast at \$25 a bottle

Signature cocktails at \$7 per drink

Lemonade or Iced Tea at \$2 per person

Bloody Marys and Mimosas at \$6 per person

Unlimited Coffee Service: \$85

Bar Packages

We have contracts with the area's finest caterers. They come to you with intimate knowledge of our facility, catering kitchen and event layout. Please browse through our catering packet, available on request, to see what your wedding cuisine could be. All of our caterers are willing to create custom menus. We would love to get you started on an initial quote.



PHOTO BY WENDY HICKOK PHOTOGRAPHY

Our Preferred Caterers

Ogle Hall is a historic property built in 1739. It has been carefully restored and renovated and is filled with antiques and one-of-a-kind period reproductions. In order to protect both the property and its furnishings, the following rental guidelines have been created to ensure that you have a safe and beautiful day and that Ogle Hall and its contents remain available for future couples to enjoy.

General House Rental

- Parties are permitted use of the first floor, Taproom and Courtyard.
- Furniture and décor may be removed at the discretion of the Ogle Hall staff.
- Ogle Hall is located in a residential neighborhood, therefore all events must conclude by 10 p.m.
- The antique Persian rugs inside the house must be left down at all times to preserve the original flooring.
- Fires may not be lit inside the house due to its historic nature. This includes both candles and fireplaces.
- There are two parking spaces available at Ogle Hall for the wedding party. We will also provide parking for catering and rental drop-offs. Please contact the Ogle Hall wedding coordinator about additional vendors that may need parking. All other guests will need to find parking elsewhere. Annapolis street parking in some instances is reserved for residents only. However, there are a number of local garages that may be utilized for low cost or free parking. Shuttle service provided by the wedding party is also permitted.
- Biodegradable flowers may be thrown during ceremonies or sendoffs. Bubbles, birdseed and other natural elements are allowed. Confetti is not permitted.
- Sparkler exits are allowed and encouraged through our side door. All sparklers with a lighter must be provided by the couple. All sparklers must be disposed of in our sand bucket before leaving the premises.
- A firm guest count must be given five days prior to the event.

Food and Beverage

- Due to city health codes, all food must be consumed on premises. Leftovers cannot be taken home.
- Last call will be ½ hour before the end of the event with bars closing completely 20 minutes before the end of the event.
- Ogle Hall has a class “C” liquor license and handles all the purchasing of alcohol. Outside liquor is not permitted.

Outside Vendors

- Ogle Hall’s wedding coordinator will coordinate all rentals and equipment for events.
- No décor will be permitted that requires nails or pins to be placed into the woodwork. Should this occur, damage charges will be assessed. Please notify your vendors of this rule.
- You are permitted to use any cake vendor that you like. Cakes are typically placed on an antique round table in the Ballroom. This table is approximately 26 inches in diameter and best suited for a tiered cake. If you have a different thought in mind for your cake display, please contact the Ogle Hall wedding coordinator to discuss options.
- DJs are permitted inside Ogle Hall only. No amplified music is allowed outdoors due to our residential zoning. Ogle Hall wedding staff reserve the right to control volume during events.
- Photography is permitted within the house and its grounds. We reserve the right to contact photographers and use photos of Ogle Hall with the permission of the couple.
- Outside wedding planners are permitted, although we assign a dedicated planner to you at the time of your rental.
- Ogle Hall is equipped with a sound system. Although DJs or bands are encouraged, you may use the house sound system only if you have a dedicated guest assigned to manage your music. The Ogle Hall wedding staff will not be responsible for playing or controlling music.

Rental Guidelines

Chapter 4

Frequently
Asked Questions

How many does Ogle Hall accommodate? Inside Ogle Hall, we can accommodate up to 170 guests standing. With our courtyard, we can accommodate up to 300 standing. We can seat up to 140 guests on our courtyard.

How long do we have access to the facility? With your rental you have an event time of up to five hours plus necessary set up and breakdown time. This time will be decided by Ogle Hall wedding staff in coordination with vendors and the couple.

Do you have any restrictions on décor? Inside Ogle Hall we cannot allow open flames either inside the fireplaces or in candles. Non-drip candles are allowed and encouraged outside. Décor may not damage the house in any way, but can enhance its natural beauty. As most of the historic tables stay in place, we encourage you to decorate these surfaces to bring your event to life.

Can I have more than one bar at my event? Yes, we encourage an additional bar for weddings with more than 100 guests.

How do you handle catering? Each of our exclusive caterers is featured in our catering packet. Please browse through the catering packet and let your Ogle Hall wedding coordinator know what catches your eye. We will be happy to give you a preliminary quote. You will then be put in contact with the caterer to iron out final details. We will handle the catering billing, and it will be reflected on your final bill with us.

Who is responsible for setting up and breaking down the event? Depending on our availability you may be able to drop off décor such as signs, photos, candles, etc. on the Thursday or Friday before your event. Ogle Hall wedding staff will set up these items based on your direction. The set up of tents, tables and chairs will be coordinated by your Ogle Hall coordinator and will be part of your contracted services by rental companies.

May I hire a vendor who is not included in your preferred vendor list? Yes, you may. The only vendors with which we work exclusively are our caterers. All other vendors are simply suggestions. Please advise these vendors of our policies prior to the wedding day.

Where should guests park? Part of the charm of Downtown Annapolis is walkability. Unfortunately, that means that parking is limited. There is two-hour street parking right outside Ogle Hall and nine-hour street parking down King George Street. Additionally, there are a few parking garages within several blocks of Ogle Hall. We suggest providing shuttle bus service to and from your hotel for guests.

What happens if it rains on the day of my wedding? Prior to your wedding day, your Ogle Hall wedding coordinator will work with you to come up with a comprehensive rain plan. Our philosophy is to be fully prepared so there are no surprises the week of your wedding.

What is the payment schedule? 50% of the rental fee is required to reserve Ogle Hall. An estimate will be provided once details have been decided. Final payment is due on receipt of your final invoice the week after the wedding. Should the contracting party wish to have a payment schedule worked out, details can be arranged.

Frequently Asked Questions

Chapter 5

Information for
Naval Academy
Alumni Association
Members

Ogle Hall is your Alumni House. Many U.S. Naval Academy Alumni fondly remember visiting Ogle Hall during their time as midshipmen. Please check with the Ogle Hall wedding coordinator to confirm that you are a lifetime member of the Alumni Association, as life members receive 5% off of the rental fee.



PHOTO BY HOLCOMB & CO. PHOTOGRAPHY

Information for Academy Alumni

Chapter 6



Reserving Your
Special Day



Today's Date: _____

Couple's Names: _____

Phone Number(s): _____

Address(es): _____

Email(s): _____

Desired Wedding Date: _____

Approximate number of guests: _____

**I hereby certify by signing above that I understand this is a complimentary 10-day hold. Should I not place a deposit on the venue after the 10-day period, I will forfeit my right to that date.*

Complimentary Hold Form

This agreement is between Historic Ogle Hall (owned by the U.S. Naval Academy Alumni Association) and the undersigned client denoting an event rental and use of the rental facility.

By signing this contract, the client acknowledges that they are responsible for their guests and their behavior and for any damages to Ogle Hall, its furnishings and any rental equipment or accessories. The client and Ogle Hall also hereby incorporate, and agree to be bound by, any and all terms, conditions, and agreements set forth in the Ogle Hall Rental Guidelines.

Client Responsible for Rental: _____

Address: _____

Preferred Phone Number: _____

Email: _____

Alumni Association Life Member? Yes No

Deposit: \$_____ this non-refundable deposit is required to reserve the date for your event. Cancellation forfeits your deposit, but an exception may be made for Official Military Orders. By placing this deposit you agree to pay all fees as outlined in the Rental Guidelines, Wedding Brochure and by your Ogle Hall Wedding Coordinator. Payment in full is due upon receipt of the final bill, either by credit card or by check.

Client Signature: _____ Date: _____

Your signature here acknowledges the terms of this agreement.

Rental Contract

- Wedding Ceremony only Wedding Reception only
- Wedding Ceremony & Reception

Date of Event: _____

Time of Event: from _____ to _____

Time and Location of Ceremony (if offsite) _____

Anticipated Number of Guests: _____

Name #1: _____

USNA Class Year (If applicable): _____

Address: _____

Cell Phone: _____

Email: _____

Name #1: _____

USNA Class Year (If applicable): _____

Address: _____

Cell Phone: _____

Email: _____

Tenting

- No tent
- White top tent
- Clear top tent

Bar Package

- Premium Bar Package
- Classic Bar Package
- Standard Bar Package

Catering

- Bayside Catering
- Land & Sea Catering
- Main & Market
- O'Leary's Catering
- Ken's Creative Kitchen

China Package

- China
- Plastic

Wedding Details