

# **2024 Event Rental Fees**

## **Daily Events Packages**

Rent The Gillen House for events such as birthdays, family gatherings, work parties, anniversaries, or any celebration you desire.

### **Event Packages**

- A. <u>Under 25 Guests Event Package: Hourly Rate</u> \$150 Minimum 5 hours - \$150.00 deposit
- B. <u>25 to 50 Guests Event Package: Hourly Rate</u> \$200 Minimum 5 hours - \$200.00 deposit
- C. <u>50 to 75 Guests Event Package: Hourly Rate</u> \$250 Minimum 5 hours - \$250.00 deposit
- D. <u>75 to 100 Guests Event Package: Hourly Rate</u> \$300 Minimum 5 hours - \$300 deposit

Our daily event packages include:

### **House and Grounds**

Areas included are:

- First floor: living room, dining room, kitchen (for caterers use only), 2 guest bathrooms, hallway and porches
- Outside: grounds and Maxeys City Limit Bar

Excluded areas are:

- First floor: owner's quarters
- Second floor: for B and B guests only
- Outside: large barn and storage buildings

Kitchen:

• Our kitchen is for the catering service use only.

### **Capacity Requirements**

- Maximum capacity: 50 guests
- Under 50 guests, seating can be either on the grounds or front porch.
- Under 25 guests, seating can be either on the grounds, front porch.

**Parking:** We have parking for 50 vehicles - 15 vehicles on site, 35 vehicles a short walk from the venue. Busing options available.

**Hours of rental:** All events are to end by 9:30pm. From 9:30pm to 11:00pm vendors and renters are responsible for clean-up. This includes, dismantling of tables and chairs, picking up trash, collecting decorations, cleaning catering kitchen.

# Venue Requirements

- In order to hold a date for your event, a 50% deposit is required with a signed contract within 7 days.
- Cancellation Policy: 90 days prior to the event, reservation deposit will be refunded minus a 10% cancellation fee. If inside 90 days of the event, no refund can be provided.
- A cleaning deposit fee of \$ 200.00 is required and will be refunded two weeks after the event after inspection by GH staff.
- Event Insurance must be obtained prior to the event and proof of coverage is to be supplied. See vendor list.

Call or email to learn more about our packages and pricing or to book your next event with us! Email: <u>info@gillenhousebandb.com</u>

We will provide a suggested vendor list.

Please refer to the contract for terms and details of reserving your dates.

\*The Saturday rate applies to weekday rentals booked on national holidays.