



THE TERRACE

at Tibbs Run

2022-23

Meetings, Conferences, & Special Events

Pricing, Packages, & Guidelines



In harmony with nature and gardens The Terrace at Tibbs Run was skillfully designed for weddings, meetings, conferences, and events that showcase the rustic beauty of West Virginia. Nestled between Morgantown and Cheat Lake, the West Virginia Botanic Garden is accessible but secluded. Everything you need is within reach. There are over a dozen hotels within a ten-mile radius, a variety of restaurants nearby, and numerous catering options. This modern and spacious venue is the perfect setting for any gathering.

The 3550 square foot indoor meeting space provides plenty of room to comfortably accommodate up to 170 while the spacious wrap around deck is ideal for regrouping between sessions and soaking in the 85 acres of picturesque forest.

Shake things up by crossing the expansive bridge connecting the event space to the peaceful celebration garden which is perfect for a change of scenery or team building exercises. Your event guests are welcome, and encouraged, to explore over 4 miles of trails through shaded hemlock and hardwood forest, crossing streams and circling the wetlands of the old Tibbs Run Reservoir and an ever-growing collection of gardens. All areas are within walking distance from The Terrace.



The Terrace at Tibbs Run is equipped to make your meeting, conference, or special event a success.

AMENITIES INCLUDE:

Temperature controlled gorgeous brand-new building
(completed August 2022!)

Tables and chairs

Lectern/podium

Cozy fireplace which can be enjoyed inside and outside

Flex space for anything from break out groups to break dancing, whatever best suits your event

Separate restrooms with 4 stalls each

Caterers' kitchen

Private Terrace parking lot for up to 42 vehicles
(additional parking options available)

House sound system with two 86" televisions

Wireless microphone

Electric shades to dim the stunning floor to ceiling view if necessary

High speed internet



Looking to host a smaller meeting or event? Consider our Education Center which can comfortably hold up to 50 guests depending on the layout. Perfect for smaller gatherings, our Education Center Great Room (approximately 25' x 18') can accommodate approximately 40 people for a seated dinner, more when the many sliding doors can be opened to the generous deck overlooking the basin. There is a lower level of equal size that opens to a patio. An indoor ADA accessible restroom is located on the main floor and two ADA public restrooms can be accessed from the outside on the lower level.

Please note: the outdoor restrooms remain open to the public during your event. A small kitchen on the lower level can accommodate caterers with a microwave, two ovens, a sink, and commercial refrigerator/freezer. There is no cooktop.

The Education Center is available to rent Monday through Thursday. Friday, Saturday, Sunday events can be booked no more than 6 weeks in advance.

WEEKDAY PACKAGES

WEEKDAYS AT THE TERRACE

The Terrace can be rented between 8:00am and 11:00pm Monday through Thursday including setup and clean up. \$1000 refundable security deposit required upon booking.

5 HOURS	\$1500
7 HOURS	\$2000
9 HOURS	\$2500

WEEKDAYS AT THE EDUCATION CENTER

The Education Center can be rented Monday - Thursday between 8:00am and 11:00pm. \$500 refundable security deposit required upon booking. Hours include set-up and clean up.

5 HOURS	\$700
7 HOURS	\$1100
9 HOURS	\$1500

OPTIONAL ADD-ONS

Additional hour
weekday at the Terrace

\$250

Additional hour
weekday at the Education Center

\$200

WEEKEND PACKAGES

WEEKENDS AT THE EDUCATION CENTER

Rentals for Friday, Saturday, Sunday can be booked no more than 8 weeks in advance. \$500 refundable security deposit required upon booking. Hours include set-up and clean up.

5 HOURS	\$800
7 HOURS	\$1400
9 HOURS	\$1800

OPTIONAL ADD-ONS

Additional hour
weekend at the Terrace

\$250

WEEKEND PACKAGES (CONTINUED)

WEEKEND AT THE TERRACE

\$8000

FRIDAY	3:00 p.m. - 9:00 p.m.
SATURDAY	8:00 a.m. - 11:00 p.m.
SUNDAY	8:00 a.m. - 10:00 p.m.

MAGNOLIA PACKAGE

8:00 a.m. - 11:00 p.m.

FRIDAY or SATURDAY

\$6000

SUNDAY

\$5000

DAHLIA PACKAGE

FRIDAY or SATURDAY

3:00 p.m. - 11:00 p.m.

\$4000

SUNDAY

11:00 a.m. - 7:00 p.m.

\$3000

OPTIONAL ADD-ONS

Additional hour for any
Terrace weekend package

\$400

All packages will incur a 6% WV sales tax.

EVENT INSURANCE

Event insurance is required for each rental. This event insurance protects the client and their guests in case of injury or excess damage to the property. Event insurance typically costs on average \$75 to \$200, depending on the number of guests and if you serve alcohol. Most insurance agencies will offer this coverage, and there are online options. A liquor license will need to be added if you plan to serve alcohol. Insurance can be purchased through Event Helper which possesses WVBG's required policies www.theeventhelper.com or you are welcome to use another insurance company you prefer.

SECURITY DEPOSIT

A refundable \$1000 security deposit for The Terrace, \$500 for The Education Center, is required to secure the venue date. Cash or check is preferred. If there are no damages, this will be refunded to you within 30 days after your event.



Reserve or schedule a tour today!

Contact us

Dana Larcenaire, Event Sales Manager | dana@wvbg.org
1061 Tyrone Road | Morgantown, WV 26508 | 304-322-2093
We look forward to speaking with you about your special gathering!