**Frequently Asked Questions**

1. **How many people can the space hold? Is that number seated or standing?**

Even though we are mostly an outdoor venue, you do have use of the building. Inside we can accommodate about 32 seated and 75 standing. Outside we can accommodate up to 200 seated and 200+ standing. If you are interested in holding your ceremony on our main outside deck, we can fit 116 seated with room for an aisle. The overflow would be seated on our adjacent decks.

1. **What is the fee for renting the space?**

 \*\***Weddings, Receptions, and Rehearsal Dinners are considered All-Day Events\*\***

 Our rental fees are based on your date and the size of your event. Please refer to Pricing Guidelines included in this folder.

1. **What exactly does the space include?**

All Day Events Include:

* (4) Hour Block for your event (additional hours may be purchased for $350/hr)
* Tent and perimeter lighting (incl. delivery, setup, and permits)
* Standard white padded chairs
* 5’ round dining tables
* 3’ round cake table
* 3’ round sweetheart table
* 3 tall bistro tables with decorative sash
* Standard floor length table linens in the color of your choice
* Standard napkins in the color of your choice
* Professional banquet servers
* Building is available day of event between 11am-11pm for set up and break down.

 Half Day Week Day Events Include:

* Rental of the main building and deck for 3 hours, plus one hour for decorating
* 50 standard white padded chairs
* (6) 5’ round dining tables
* 3’ round cake table
* (3) tall bistro tables
* 6’ banquet table
* White lap length linens and napkins
* TENT IS NOT INCLUDED FOR WEEKDAY EVENTS

\*\*Any additional rentals or special requests will be ordered by a Riverwalk Landing coordinator and added to the final spreadsheet \*\*

1. **What is excluded from the rental fee?**

Other than the items listed above, nothing else is provided by The Riverwalk Landing. (I.e.-officiant, cake, photography, flowers, music, etc.) Centerpieces and other decorations are the responsibility of the renter.

1. **How many hours does the rental rate include?**

All events based on 4 hour event blocks. You can certainly add additional hours to your event.

1. **How much is an additional hour?**

Additional hours are available at a rate of $350/hr.

1. **How many parking spots are available for the guests?**

We have 3 parking lots available for our three businesses. All parking is based on a first come first serve basis.

1. **Can we rent additional spaces if needed?**

We do not have any additional parking for rent. There are many parking garages within walking distance of our venue as well as on street parking. The on street parking is metered parking and only monitored between 9am-6:30pm Mon-Sat.

1. **Can I use any vendors or do you have a list of preferred vendors?**

We require you use our in-house catering from one of our sister restaurants, Elijah’s or The Pilot House. We do not have any other restrictions on vendors or a preferred vendors list that we require you to use. We can, however, provide you with recommendations for vendors we have worked with in the past.

1. . **Do you do all set up and tear down of items you provide?**

We set up and break down tables and chairs for your ceremony and reception. You are responsible for the set up or break of any additional decorations you bring in (I.e.- Centerpieces, pictures, balloons, etc.

**11.** **If the ceremony and reception will be held in the same space will you have enough time and staff to make this a seamless transition?**

We take pride in making the transition from ceremony to reception as quick and seamless as possible. We can pull additional help from the restaurants if we need additional help.

 **12.** **When can I begin setup on my wedding day?**

The Riverwalk Landing is available starting at 11am on the day of your event for any decorating or vendor set up.

**13. If we have outdoor elements do you provide a backup location if the weather is bad?**

All person renting The Riverwalk Landing shall do so with the understanding that The Riverwalk Landing cannot be held liable for inclement weather. A tent is included in the rental fee but if additional side walsl are required, it is the responsibility of the renter. We do not have a backup location in case of bad weather.

**14. Are there restrictions on photography or videography?**

We do not have any restrictions on photography or videography. You may use any footage at your discretion. If you would allow The Riverwalk Landing to use any material, we would greatly appreciate it. With credit to you and your photographer, of course!

**15. Are there any noise restrictions?**

We are considered residential, which mean the outdoor music must conclude at 10pm Sunday-Thursday and 11pm Friday and Saturday. We do not allow any vulgar or inappropriate music/lyrics. Amplified sound is will be determined by The Riverwalk Landing Event coordinator.

**16. Do I need to get any permits or insurance for the wedding?**

Permits and insurance on the tent/building and items we provide are included in the rental fee. We do not provide insurance for any outside venders or items you bring in. That is the responsibility of each individual vendor or renter if they choose to do so.

**17. Is there a bridal room or groom’s suite?**

We do have a bridal suite available for use.

 **18. How much is the deposit?**

A non-refundable retainer of $500 is needed to secure a date on The Riverwalk Landing calendar for an All Day Event. A non-refundable $300 rental fee is needed to secure a date on The Riverwalk Landing calendar for a Half Day Week Day Event.

**19. When is the balance due?**

Menu and bar selections, guests count, and linen choices must be confirmed 14 days prior to the event date. At this time final payment (less the $500 retainer for All Day Events) is due in full.

**20. What forms of payment do you accept?**

We accept all major credit cards, cash, or a certified or corporate check. The Riverwalk Landing does not accept personal checks.

**21. What is your cancellation policy?**

In the event of cancellation by the renter, a full (7) day notice prior to the event must be given to coordinator at The Riverwalk Landing. If such notice is not given the renter will be responsible for all food and alcohol purchased by Elijah’s Restaurant, The Pilot House, and The Riverwalk Landing for their event. The $500 retainer paid to secure a date is non-refundable. In the event that conditions are deemed unsafe for guests, staff, and/or facility due to the circumstances beyond control of The Riverwalk Landing, all fees may be applied to a future available date.