



#### **Facility Rental Fees Include:**

- Reception
- Private use of the venue from 9am to 12am the day of your wedding
  - Everyone and everything brought with you must be off of the premises by 1am)
- Day of the wedding coordinator (15 hours)
- One hour of rehearsal between 8am-8pm the Thursday before your wedding.
- 30 days before your wedding we finalize table layouts, vendors, and event details.
- 5' Round tables and chairs, enough to accommodate your final guest count
  - Final guest count will be established at your planning meeting 30 days before your wedding.
- Banquet tables, used for buffet, bridal table, DJ, gifts, appetizers, etc.
- Staff will place table and chairs according to your finalized seating plan
  - Seating plan will be finalized 30 days before you wedding.
- Caterers Kitchen
  - You provide your own catering
  - Please have your caterer contact us before signing any contracts.
- Bridal and Grooms Suites
- Men and Women's Restrooms
- Free WIFI
- Outlets available for lanterns, hanging lights, etc.
- Air conditioning in summer months/ Heating in the winter months

- Fireplace and the outdoor firepit are available for your event
  - Hours of lit flames will be determined 30 days prior to your wedding.
  - A propane fee will be quoted at 30 days prior to your wedding based on the hours of use.
- Covered Patios (available for use for cocktail hour, ceremony, etc.)
- Paved and lighted parking
- Gator/cart driven by staff (for elderly guests, bridal party and Bride & Groom during pictures)

**Ceremony Fee- \$1,175**

- Includes your Chairs up to 400
- Hanover Reserve Staff setting them up and taking them down
- Use of our in-house speaker system and microphone system

**Down Payment-** 50% of the rental fee is due at the signing of the contract

- Non-Refundable if canceled

The remaining 50% will be collected 90 days prior to your wedding day.

**Security Deposit-** \$500 will be collected 90 days prior to your event. This CANNOT be used as part of the rental payment. Your deposit will be returned within 2 weeks after your event providing there no damages incurred during your rental.