

# events

AT STRATHMORE

## RATE SCHEDULE FOR RENTAL OF THE MANSION AT STRATHMORE

This rate card is effective for events after July 1, 2011 and is subject to change.

<b>JANUARY – FEBRUARY</b>	<b>RENTAL FEE (4-Hour Rental)</b>
Saturdays or Holidays	\$3800
Friday or Sunday	\$3200
Monday, Tuesday, Thursday	\$2500
<b>MARCH-NOVEMBER</b>	
Saturdays or Holidays	\$4500
Friday or Sunday	\$3800
Monday, Tuesday, Thursday	\$3000
<b>DECEMBER</b>	
Saturdays or Holidays	\$4500
Friday or Sunday	\$4500
Monday, Tuesday, Thursday	\$3800

### NO MANSION RENTALS ON WEDNESDAY EVENINGS.

### CAPACITY

Inside the building: 150 seated; 225 standing

Music Room: 150 standing; 110 seated theater-style; 70 seated at tables

Back Garden can be tented to accommodate larger party sizes – additional fees will apply.

### SCHEDULE OF PAYMENTS

Half of rental fee due upon signing license agreement. Balance of rental fee + \$1000 security deposit due 60 days prior to event. Security deposit is fully refundable after event if no time-overage or damage to property.

### ADDITIONAL TIME

Rental time can be increased at the cost of \$250 (before 2am) or \$400 (after 2am) per half hour or part thereof.

### TENT AND GROUND-USE FEE

\$400 (only charged if tent is used). Use of back garden without tent has no additional charge.

### RENTAL HOURS AVAILABLE

Rental hours available: Monday, Tuesday, Thursday, Friday after 4pm, Saturday after 3pm, and Sundays.

### USE OF FACILITIES

Rental for social functions includes all public rooms on the 1<sup>st</sup> floor plus the catering kitchen and bride's room.

**PARKING**

Parking is provided depending on number of attendees and other activities on campus.

**CATERING**

Catering is provided by Restaurant Associates. Contact the Director of Catering at [catering@strathmore.org](mailto:catering@strathmore.org) or 301.581.5225 for detailed pricing and menu information.

**HOUSE MANAGERS**

A House Manager will be provided for each event. The House Manager has the authority to interpret and enforce and Mansion or Music Center rules and make any other decisions in the best interests of the facilities and grounds. The House Manager's decisions are final; failure to comply with those decisions may result in forfeiture of some or all of the renter's security deposit.

**SMOKING**

Smoking is permitted on the outdoor porches, terraces, and patios ONLY. Smoking indoors is prohibited.

Strathmore Hall Foundation is not responsible for the loss of or damage to any equipment or personal items of the renter or other vendors whether the loss or damage occurs before, during, or after the event. Guests should always take precautions to make sure valuables are secure.