

# The Woman's Club of Ridgewood

215 West Ridgewood Avenue  
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<http://ridgewoodwomansclub.com>

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Thank you so much for your interest in the Woman's Club of Ridgewood.

Our current wedding package is \$2,700 for a nine hour rental. This includes three hours of set up, a five hour event and one hour to breakdown. You will have use of The Ballroom, Living Room, Foyer, Garden, Kitchen and Bridal Suite.

If you would like to have your ceremony onsite, a \$200 ceremony fee will apply. There is also a second floor space (balcony that overlooks the ballroom and reception room) that can be added to your rental for an additional \$400. If you feel additional set up time will be needed, it can be added at a rate of \$150.00 per hour. The ballroom can accommodate up to 220 guests, seated at tables.

Provided below is a link to our Preferred Vendor Guide. However, you are permitted to use vendors not listed in our Vendor Guide. Your caterer will have to furnish a Certificate of Liability Insurance naming The Woman's Club of Ridgewood as a covered location. If you plan to bring your own food, you will need to apply for Private Liability Insurance. An application is available upon request in the Clubhouse office. Our kitchen is only approved for reheating purposes. Our Clubhouse is our Club's home and we require that all renters leave the facility as they had found it, which includes trash. All trash must be bagged and removed from the premises, your caterer is usually responsible with this, though you will want to please REMIND THEM OF THIS RESPONSIBILITY. Failure to remove trash will result in a \$75.00 trash removal fee.

Our Clubhouse has 6 marked Parking spaces, plus two marked Handicap spots behind the Clubhouse on the West Ridgewood Ave. entrance. Street parking is available, just make sure guests respect parking limit signage. For larger events and depending on availability parking, arrangements can be made with Westside Church (across the street) to use their parking lot for your event. A form can be provided with contact information and pricing.

The Woman's Club has the following available for your event. We will set up the tables and chairs to the configuration of your choice. You and/or your caterer will responsible for decorating.

Twenty 60" Round Tables

225 Chairs

Ten 8ft Tables

Twelve 6ft tables

One to Two Stewards (depending on event size/type) will be on hand for building management for your event

Additional items can be added for an additional charge:

30" Round High Top Cocktail Tables \$5.00 each

Projector and Screen \$25.00

If you are ready to secure your date, I am happy to mail/email you our Rental Contract. I will need your mailing address for your contract. Once you receive/print the Rental Contract, simply, sign and mail back to me and include a \$750 check (made out to The Woman's Club of Ridgewood-Rental) to be used as a security deposit. Once I receive this, your date will be secured. The future payment information and dates will be made clear in the Rental Contract.

Below is a link to the preferred vendor packet online. You can also click on the link below for a Flickr album full of pictures of the club not currently accessible on our website.

<https://www.flickr.com/photos/130077866@N03/>

<http://ridgewoodwomansclub.com/rentals-2/preferred-vendors/>

Please let me know if you would like to schedule an appointment. Thank you!

Linda Plastina  
Rental Manager