



THE INN AT  
ROUND BARN FARM

*Greetings from the Round Barn Farm,*

Thank you for your inquiry and congratulations on your engagement. We would love to hear more about your vision for your wedding celebration.

A few things to keep in mind as you are starting your planning process:

- ♥ We are currently booking 2019 & 2020 events. Our full time event coordinator will make your planning simple whether your desired wedding date is in two weeks or two years.
- ♥ We can accommodate from 25 to 200 people for ceremonies & receptions. We do have a 100 adult guest minimum for Saturday celebrations during the summer and fall seasons and holiday weekend Sundays. We are very happy to discuss more intimate events on selected dates throughout the year.
- ♥ Our winter weddings are simply magical. Think snow, wooden beams, candlelight and twinkling white lights, not to mention great skiing at both Sugarbush and Mad River Glen ski areas. We also offer valet parking for our winter events and snowshoeing right here on the Inn's trails.
- ♥ The Inn has twelve rooms (maximum occupancy of 26 people) and there are accommodations in the Mad River Valley for over 2000 guests all within a 10 minute drive.
- ♥ In warmer weather, we have a back up rain plan using the middle level of our barn. This level, the Milking Parlor, is a completely separate level from the Hayloft where all event receptions are held. No event tents are necessary.
- ♥ Our in-house culinary team will delight you and your guests with every morsel. We aim to cater to every couple's individual wishes for food, wine, themes, etc. We are a founding member of the Vermont Fresh Network, as well as the Vermont Association of Wedding Professionals. We have our own organic garden here at the Inn and pride ourselves on serving fresh, seasonal, local fare.

Round Barn event pricing information as well as "frequently asked questions" and sample seasonal menus are included here. It seems each Vermont facility has a different pricing structure, and we understand that comparing facilities can be challenging. Before booking, we will build a personalized estimate for your event; itemizing all of the costs that are associated with having a wedding here at the Round Barn. We believe that there should be no surprises in the planning process...only fun and joy.

Our Farm, the Barn and our twelve guest room Inn are unique and offer an authentic Vermont experience. We would love to show you around and talk about how your celebration can and will be a reflection of the two of you and all that Vermont has to offer. We look forward to your response.

Kind regards,

Stacey Misenko

Stacey@TheRoundBarn.com

**Events Manager**



THE INN AT  
ROUND BARN FARM

**The Inn at the Round Barn Farm**  
**Reception Costs 2019**

Planning a wedding is an exciting process. We believe it is our job to make the planning process a positive and fun experience for you and your family. Our reception cost chart is designed to simplify the financial part of choosing a location for your celebration.

The following chart represents all the costs associated with having a wedding at the Round Barn. We have consolidated the individual charges associated with having an event here into a “per person” estimate to help you compare the cost of our venue with other venues. These charges do not include lodging and bar fees. Any hosted beverages will be charged on a consumption basis after the event. You will see that our per person “estimates” range from \$154 to \$231. The difference between \$154 and \$231 is simply the range in our facility/site fee. For events under 75 guests or mid-week, please inquire for special pricing.

**Winter & Spring Weddings**

*November through May*

	<b><u>75 Guests</u></b>	<b><u>100 Guests</u></b>	<b><u>150 Guests</u></b>	<b><u>200 Guests</u></b>
Friday and Sunday Events	\$191pp	\$180pp	\$162pp	\$154pp
Saturday/Holiday Sunday	\$225pp	\$205pp	\$179pp	\$166pp

**Summer and Fall Weddings**

*June through October*

	<b><u>75 Guests</u></b>	<b><u>100 Guests</u></b>	<b><u>150 Guests</u></b>	<b><u>200 Guests</u></b>
Friday and Sunday Events	\$214pp	\$196pp	\$170pp	\$160pp
Saturday/Holiday Sunday	-	\$231pp	\$196pp	\$179pp

**The above estimates INCLUDE:**

- Use of our Historic Round Barn (Site Fee) and grounds for the entire day and a six hour event.
- A selection of five delicious canapés.
- An exquisite two-course plated dinner with soup or salad followed by one vegetarian or Vermont organic poultry entrée.
- White or ivory banquet, bar, cocktail, and dinner linens.
- All serving, event coordination, and kitchen staff services.
- 9% Rooms and Meals Tax and 20% gratuity for staff.

The above costs **do not include** your bar beverage consumption, guest rooms in our Inn as we do not require you to rent our Inn to hold your event in our Barn, or any outside providers such as



THE INN AT

## ROUND BARN FARM

florists, bakers, entertainment, or photographers. We do not mandate that you use specific vendors. We do offer a preferred vendors list if you would like suggestions.

**Please Note:** Final costs will vary depending upon number of guests, type of service (buffet or sit down dinner and ratio of staff to guest tables), menu upgrades and variety of menu. The above estimates include 5 canapés and a one entrée, base level two-course sit down dinner. Proteins such as beef, pork, lamb or fish will increase your price as well as offering a selection of entrees as noted above.

*Please rest assured that no matter what day, month, or menu that you choose, the food will be delicious, the service impeccable and your event will be everything that you want it to be, including fun!*



THE INN AT  
ROUND BARN FARM





THE INN AT

## ROUND BARN FARM

### Answers to Your Reception Questions

**Is the Farm appropriate to the style and tone we visualize for our ceremony, and is it conveniently located to the site of the ceremony?** The Inn at the Round Barn Farm offers a wonderful atmosphere for any style reception and we pride ourselves on being versatile. With the size of our facility, there are several different locations on the property that lend themselves very well to a beautiful ceremony. We have had very formal ceremonies and small simple ceremonies. Just let us know what it is you are looking for, and we can help. If you choose to have your ceremony on our premise, there is no extra charge as this is included in your facility fee.

**What is included in my facility fee?** Included in the facility fee is the use of the hayloft and milking parlor levels of the Round Barn, planning sessions and day of event coordination, 20 dining tables, 6 cocktail tables, buffet tables, ceremony chairs, 200 mahogany Chiavari dining chairs, and all silverware, dishware and glassware owned by us. In the warm weather months, our large terrace is also available for outdoor cocktail and hors d'oeuvre hours. Please note that linens are not included in the facility fee but are included in overall pricing estimates noted on page two.

**Since your facility has an outdoor site, what provisions are made in the event of inclement weather?** Within two hours of your ceremony the decision to change to an indoor ceremony and/or reception can be made quickly and efficiently with no cause for panic from you or your guests. Our staffing and facility size enables us to be prepared for any circumstance. The options will be fully explained by our event coordinator.

**Is the person who books my reception the same person who will be my contact at the Round Barn during the planning stages, as well as the coordinator at the reception?** We employ a full time event coordinator who will be available to you throughout the planning stages, ceremony and reception. Until the moment you depart, there will always be someone to assist you. The majority of our staff is involved in taking inquiries for weddings. The manager of the Inn, the full time event coordinator and office manager take deposits and confirm dates.

**Do you confirm my wedding date or destination weekend in writing?** All events are confirmed, in writing, with a contract, as well as a copy of our preferred vendors list and a planning binder with all of the resources available.

**Can you give me at least two references?** We will be more than happy to supply references from past couples and their families.

**What is the deposit and payment schedule?** Fifty percent of the appropriate facility fee plus \$2,000 is required as a deposit to confirm the desired date with the balance due eight days prior to your reception. This deposit amount will be reflected on your food, staffing and facility invoice. If you would like access to the Inn by reserving the Inn guestrooms, an additional \$2,500 deposit is required. If your room deposit is not being used to pay for guestrooms, it can be applied towards your bar bill or refunded. All group lodging bookings are subject to 9% Rooms & Meals Tax. There is a 5% discount on room rates if all 12 rooms are booked for at least two nights.



THE INN AT

## ROUND BARN FARM

**Do you have an in-house caterer?** We have our own culinary team which carefully prepares the food for all Round Barn celebrations out of our full service commercial kitchen in the Round Barn. Our Executive Chef and her team of creative chefs delight in preparing any type of dish you may desire, including vegetarian and special dietary needs. Each menu is a reflection of the seasons and the style of event.

**What is the maximum number of guests the facility can accommodate?** The Round Barn can accommodate up to 200 people. On Saturdays and Holiday Sundays June-October a 100 person minimum is required. If your event will host over 200 guests, please inquire and we can make a few changes.

**How many cars can be parked at your facility and are there any related fees?** The Round Barn has ample parking for any size of function. General parking is included in the facility fee. The Round Barn has limited handicap accessible parking. Valet parking is available at an additional cost. Ask your event planner for more information.

**Do you host more than one event or reception at a time?** The Inn at the Round Barn Farm will hold only one reception at a time, guaranteeing you our complete time and energy. We will host more than one reception on a weekend, but never two on the premise on the same day.

**How long would my reception be and when should it begin?** The average reception is six hours long. Most summer receptions begin at 3:30 pm. Amplified music must end by 9:30 pm. Winter receptions usually start later as amplified music is permitted until 11:00pm if the wedding couple have taken all of the Inn rooms.

**However,** for an additional \$1500 (plus tax), you will be able to extend your spectacular event at the Inn at the Round Barn Farm from 9:30pm to 11pm in our gorgeous Hayloft! We will continue bar service (if you wish) and offer a complementary passed late night snack (such as mini grilled cheese or savory flatbread). For an additional charge, our barista will whip up sumptuous coffee beverages from our espresso bar! While amplified music must still end at 9:30pm, we would happily permit background music such as quiet acoustic playing or recorded light jazz, mellow lounge or classical. This option requires all 12 inn rooms to be booked by client.

**Can I view the facility before or during a reception in order to get a realistic image of the site all set up?** We always encourage potential couples to come and see the Round Barn the morning of an event. This gives you the opportunity to see how the Round Barn looks and to meet the staff. Just call to make an appointment.

**Will there be staff on hand to handle any unexpected problems that might occur during our reception?** Yes, the Inn at the Round Barn Farm has a full staff that can handle any and all your needs for a successful ceremony and reception. We have been in business for more than 25 years and have an incredible ability to anticipate upcoming challenges.

**What is the staff to guest ratio?** For sit-down meals we believe that a team of two servers are needed to serve a total of 4 tables. For a buffet, we believe that a team of two servers can serve 5 tables properly. In addition to servers, we also hire bussing staff, bartenders and a floor manager for each event.



THE INN AT

## ROUND BARN FARM

**What about a seating plan? Can you help me with a layout?** To assist you, our facility has numerous seating plan scenarios available for you to use and a blueprint is available to assist you as well. The seating plan is due to your event coordinator no less than 8 days before the start of your celebration so the floor manager can get the reception completely set up. It's our goal for you to be a guest at your celebration!

**Is the Round Barn air-conditioned?** The Round Barn is not air-conditioned. However, industrial floor fans are available for use in the warmer months. The Barn is fully heated for winter events.

**What types of linen are available?** In house we always carry a supply of 120 inch floor-length white cotton rounds, white or ivory overlays and white or ivory napkins. We have access to many other colors and textured specialty linens. A custom linen price quote is available and we are happy to source and supply specialty linens. If you wish to provide your own linens a handling fee will be applied.

**Do you have a permanent dance floor and how many people does it hold?** Yes, we do have a permanent dance floor. As we have beautifully restored wooden floors throughout both levels of the Round Barn, you can control the size of the dance floor by the number of guest tables you choose to have.

**Are there any regulations about the type of music, number of musicians or duration of music?**

The Inn at the Round Barn is located in a beautiful, agricultural residential setting and because of this we do have time restrictions to allow for our neighbors continued happiness. In the summer months, bands can play until 9:30pm. Although this may seem early, our experience has been that by that time of the evening, most people are ready to call it a night, or to move on to an after party at one of the bars in Waitsfield. In the winter months, we can allow music until 11:00pm as long as wedding guests have booked all of the guestrooms at the Inn.

**Do you have a piano or any other instruments on the premises? Do you have a microphone?** There is no formal PA system in the Round Barn. Each band will need to bring its own equipment and instruments.

**Are meals provided for musicians and photographers?** We provide all meals for musicians and photographers at 50% off the regular dinner cost. We have a policy that all vendors be served the same meal as guests. Vendors have a big part in the overall success of your celebration. Feeding them well goes a long way towards mutual happiness!

**What is your policy on children's meals?** Happy children for make for happy parents! We are accustomed to providing "kid friendly food" and have a capable team of babysitters and special children's packages. Babysitters need to be booked no less than 3 weeks in advance. In some circumstances, babysitting services may be mandatory. Please ask our event coordinator for our childcare guidelines.

**Are there separate areas for the cocktail hour and for dinner and dancing?** We have separate areas for the ceremony, cocktails, and dinner. In case of inclement weather, or in the cooler months, the ceremony and cocktail hour can take place in the Milking Parlor middle level of the Round Barn with dinner and dancing in the upper Hayloft level.



THE INN AT  
ROUND BARN FARM

**Is there a comfortable area where guests can await the arrival of the couple from the ceremony if it has been held off-site? Can cocktails and hors d' oeuvres be served at that time?**

Guests can await your arrival either on the backyard terrace or in the Milking Parlor which is the middle level of the Round Barn. Cocktails and hors d'oeuvres can be served at this time; this is your choice.

**Do you have a photography room or changing room?** With the Inn at the Round Barn being a historic Inn, and also having a very unique 12-sided round barn, five ponds, three bridges, numerous gardens, and the beautiful Green Mountains as a backdrop, we have more than enough wonderful places for pictures. We have bathrooms in the pool area located in the lower level of the Round Barn for the wedding party to use for changing, if needed.

**Do you have any plans for renovations? If so, can I have something in writing that guarantees that they will be completed before my reception?** We do have renovations planned on a regular basis. Generally all renovations are planned for the slower times of the year, but you can be assured that you will be notified of any possible changes that may have an impact on your wedding.

**What can and cannot be brought on-site?** Decorations, props for the ceremony and any other personal touches can be brought in for the celebration. In order to obey Vermont State Liquor laws, alcoholic beverages can not be brought onto the site as we are a fully licensed establishment. Bringing beverages into a licensed area is against the law and beverages that are brought onto a licensed premise must be removed immediately.

**Are there any discounts for receptions held off-season?** Our facility fee is lower November through May than it is June through October. Please be in touch if you are interested in an off-season event! We are happy to try and work with your budget.

**Do you have liability insurance in case a guest gets injured? Do you have liquor liability insurance?** The Inn is fully insured for all circumstances that may arise.

**Do you allow dogs?** Your Very Important Pet is welcome to celebrate your ceremony with you and even join in the fun of photos as a member of your wedding party. However, your cocktail hour location and the dining room are exclusively reserved for humans. One option is to make arrangements for one of our local doggie daycare caretakers to give you VIP the time of their life at their establishment. These services lovingly care for your VIP's needs until you can be reunited again after your celebration. Another option is to have your VIP stay with you in one of our dog friendly rooms after we cover the realities of the day with you. There is an additional charge for this service, as we will need to take the room out of service for 2 days to deep clean after your departure so that our Inn guests with allergies can stay with us comfortably. We would require the entire Inn booked for the length of your stay. We are very happy to discuss details during your site tour.



THE INN AT

# ROUND BARN FARM

Please Note: Some choices on these menus are above our starting  
hors d'oeuvre and dinner pricing options.

## Sample Event Menus

Alais & Christopher September 22, 2012

15

### Dinner Menu

**SOUP**  
Caramelized Onion Garlic Bisque with Spiked Sherry and Gorgonzola Croutons Served with a Basket of Focaccia Bread and Sourdough Rolls Accompanied by an Assortment of Dipping Oils and Butters

**SALAD**  
Bibb Salad with Baby Greens, Green Belgian Endive, Radicchio, Roasted Pears, Spiced Pecans, Blue Cheese and Balsamic Vinaigrette

**ENTRÉE**  
Grilled Pork Chop and Natural Pork Jus with Roasted Sweet Potatoes and Local Seasonal Vegetables  
:::  
Lavender Honey Roasted Chicken Breast with Preserved Lemons with Basmati Rice and Roasted Local Seasonal Vegetables

**DESSERT**  
Ben & Jerry's Ice Cream Sundae Bar on Scoop Cart  
:::  
Round Barn Farm Assorted Cookies  
Peanut Butter, Chocolate Chip, and Chocolate White Chocolate Chunk  
:::  
Coffee Station  
Green Mountain Coffee Roasters Coffee and Vermont Liberty Teas



THE INN AT  
ROUND BARN FARM

*Dinner Menu*

*Salad*

Organic Native Greens with Thyme Scented Goat Cheese  
Medallions and Maple Balsamic Vinaigrette

*Entree*

Blackened Cajun Jumbo Shrimp with Vermont  
Cheddar Grits, Winter Squash and Braised Greens

Braised Short Rib with Garlic Mashed Potatoes,  
Braised Kale and Green Beans

Maple Glazed Pork Loin and Cider Sage Sauce with  
Garlic Mashed Potatoes, Braised Kale and Green Beans

*Dessert*

Wedding Cake and Assorted Desserts  
Vanilla and Chocolate Ice Cream  
Coffee, Tea and Hot Chocolate



THE INN AT  
ROUND BARN FARM

AMANDA & NATHAN

*Hors d'oeuvres*



WARM SPINICH ARTICHOKE BASIL DIP WITH LEMON GARLIC CROUSTADES  
ROASTED MEATBALLS WITH ISLAND JOY SAUCE  
VEGETARIAN NORI ROLLS WITH WASABI AND PICKLED GINGER  
MINIATURE NEW ENGLAND CRAB CAKES  
MUSHROOMS STUFFED WITH LOCAL VERMONT SAUSAGE

*First Course*



TENDER ORGANIC FIELD GREENS WITH DRIED CRANBERRIES,  
SUGARED PECANS AND AN HERBED CHEVRE MEDALLION  
SERVED WITH A BALSAMIC VINAIGRETTE  
BOUNTIFUL BASKETS OF RUSTIC HEARTH BREADS  
SERVED WITH SWEET & HERB BUTTER AND  
INFUSED EXTRA VIRGIN OLIVE OIL FOR DIPPING

*Second Course*



PRE-SELECTED ENTREE

MAPLE GLAZED AND ROASTED  
VERMONT MISTY KNOLL  
CHICKEN BREAST  
ACCOMPANIED BY CLASSIC  
MASHED POTATOES  
AND GREEN BEAN HERB TIED  
BUNDLES

OR

GRILLED FILET MIGNON  
WITH PINOT NOIR AND  
ROASTED SHALLOT SAUCE  
ACCOMPANIED BY CLASSIC  
MASHED POTATOES  
AND ROASTED WINTER  
ROUND BARN VEGETABLES

*Coffee and Dessert*



MAPLE CRÈME BRULEE SPOONS  
SNOWFLAKE AND HEART SHAPED COOKIES  
HOT CHOCOLATE BAR-COFFEE-TEAS  
WEDDING CUPCAKES BY THE VERMONT CAKE STUDIO



THE INN AT  
ROUND BARN FARM

MENU

CHILLED SUMMER PEACH SOUP  
WITH HONEY MINT YOGURT AND CARDAMOM CROUTON

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SALAD OF ORGANIC BABY GREENS, EDIBLE FLOWERS,  
FRESH HERBS AND RED PEAR TOMATOES WITH MAPLE BALSAMIC DRESSING

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PEPPERED BEEF TENDERLOIN IN SHERRY CREAM SAUCE  
ACCOMPANIED BY ROASTED FINGERLING POTATOES WITH ROSEMARY  
AND LOCALLY HARVESTED VEGETABLES

GINGER ENCRUSTED MAHI MAHI WITH KEY LIME BEURRE BLANC  
AND TROPICAL SALSA WITH COCONUT BASMATI RICE AND SUMMER VEGETABLES

VEGAN RAVIOLI STUFFED WITH  
SUMMER VEGETABLES AND TOFU RICOTTA IN FENNEL SAUCE

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WEDDING CAKE CREATED BY TALIA'S AUNT BONNIE KATZMAN  
CHOCOLATE COVERED STRAWBERRIES AND FRUIT SKEWERS

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CHAMPAGNE INFUSED GRAPES



THE INN AT  
ROUND BARN FARM

*Answers to Your Lodging Questions*

**Are we required to book the Inn guestrooms if we book the Round Barn for our wedding?**

No, we do not require wedding couples take all (or any) rooms at the Inn. We have been in business for more than 25 years and have the good fortune to be booked almost every weekend. It is completely your choice whether you wish to also reserve the rooms of the Inn. Please note, certain restrictions apply if you are not reserving all of the Inn rooms.

**What if all 12 of the Inn guestrooms aren't available for the date that I want to book the Round Barn for my celebration?** All guests who make reservations at our Inn have an expectation of what their stay will be like. Please inquire with our lodging manager about restrictions that apply when all 12 of our rooms are not available.

**If I decide to book all the rooms at the Inn, what is the deposit and payment schedule?** If you would like access to the Inn by reserving the Inn guestrooms a \$2,500 deposit is required, \$2,000 of which serves as your "blanket" deposit for your block of rooms, and \$500 of which is a refundable damage deposit.

**If I put down a deposit to reserve the rooms of the Inn does that mean I am paying for all of the rooms?** No! Your deposit simply acts as a "blanket" deposit which is the only way to reserve all of the rooms. You will receive a Rooming Chart from us where you may designate which rooms are to be billed individually, and which rooms (if any) are to be put on the Master Bill. The Master Bill is the room invoice of the financially responsible party for the Inn Contract.

**Can my guests call and book directly with you once I reserve the rooms of the Inn?** No. Unlike a large hotel, the Inn is an intimate setting- as such, we want YOU to choose the people that you wish to be staying here the days of your event to be booked in our 12 rooms so that your wedding can be as stress-free as possible! In addition, this allows you to select which room would be best suited to each of your selected guests.

**Do you contact my guests for credit cards/payment?** We do not take deposits from your guests prior to their arrival. We collect payment for individually billed rooms from your guests when they depart. In the rare case that a guest leaves without paying or ends up as a "no show," your room deposit will be used to cover any and all rooms that have not been paid.

**If there are more than two people in a room, is there an extra charge?** Yes. All room rates are based on double occupancy. There is a \$40 additional charge per person over double occupancy per night. This is a standard charge which covers the cost of extra linens, housekeeping, breakfast, and afternoon snacks.



THE INN AT  
ROUND BARN FARM

**How many rooms does the Inn have, and how many guests can stay?** The Inn has 12 guest rooms, and our **maximum occupancy is 26.**

**Can children stay at the Inn?** If you have reserved **all** of the rooms of the Inn, we are happy to have children as guests! Do remember that children are always considered people. For the little ones aged three years or older and staying in their parents' room, the \$40 per night charge is applicable. For the little ones aged two and younger who require a pack and play set up or a cot, there is a \$25 charge per night. If the two-year old or baby is sleeping in the bed with parents, there is no additional charge. However, they do "count" as an additional person.

**Can you arrange a babysitter for our flower girl?** If she is staying at the Inn, yes! We are happy to arrange for babysitting needs that arise for guests of the Inn. Because of liability issues, children that are NOT guests of the Inn cannot have a babysitter watching them at the Inn. We can, however, arrange for babysitting AT the event in the Milking Parlor level of the barn once your guests have transitioned into dinner. If babysitting is arranged for the Event, the sitter is considered a "guest" of the wedding and is asked to stay at the Barn for the duration of the event.

**What rooms can accommodate additional people?** The Terrace Room can accommodate up to four people if necessary. There is a queen bed, a daybed and a trundle bed. The Jones Room is a good choice for a family of three, as a cot will fit comfortably into the sitting nook. The English Room could also accommodate a cot if necessary, and the King bed can be split into two twins. The Abbott room has a full size pull-out sofa bed in addition to the King bed. If you are having trouble putting people in the right place, just ask us- we are happy to assist!

**Is breakfast included in the cost of the room, or is there an additional charge?** Our sumptuous 3 course country breakfast, freshly baked afternoon cookies, and early evening hors d'oeuvres are included in the cost of each room!

**Is the Inn air-conditioned?** The Inn has window units for all of the guest rooms during the warm months of the year, so your guests are sure to be comfortable.



THE INN AT  
ROUND BARN FARM

**Can we bring our own alcohol to enjoy at the Inn?** No. We are a fully licensed establishment and all alcohol to be consumed in our public areas must be purchased through us. If you wish to have alcohol available to your guests in the public spaces of the Inn we are happy to arrange that for you. Inn guests are permitted to consume beverages they have brought with them in the privacy of their rooms. By law, we must remove any alcoholic beverages that are in our common areas if we have not in fact provided those beverages.

**Are there any discounts for reserving a block of rooms or the entire Inn?** Yes! There is a 5% discount on the room rates if all 12 rooms are booked for at least 2 nights.

**What time is check in/check out? Can we check in early?** Check in is 3pm. Check out is 11am. If you should need an early check-in, please check ahead with us- we will of course make every effort to have your room ready for you if we know you will be arriving early, but we cannot guarantee earlier than 3pm.

**Is there a minimum amount of nights we need to reserve the Inn?** Yes, we require a 2 night minimum for weekends, and a 3 night minimum for Holiday Weekends.

**Do you allow smoking in any of your buildings?** No. Your guests may smoke outside but we do not allow smoking in any of our buildings. Please note, guests that break this rule are subject to a \$250 cleaning fee of their room.

**Do you have liability insurance in case a guest gets injured? Do you have liquor liability insurance?** The Inn is fully insured for all circumstances that may arise.

As of 4/07/18 KD