

## Navarra Gardens Rental Fees and Deposits 2021-2022

### Event Rates:

	<b>Mon-Thurs</b>	<b>Fri or Sun</b>	<b>Saturday</b>
Up to 100 persons	\$3,075.00	\$3,725.00	\$3,975.00
101 to 150 persons	\$3,425.00	\$4,375.00	\$4,625.00
151 to 200 Persons	\$4,275.00	\$4,925.00	\$5,175.00
201 to 300 Persons	\$5,275.00	\$5,925.00	\$6,175.00
301 to 400 Persons ( <b>Max</b> )	\$5,950.00	\$6,700.00	\$6,950.00

### Includes:

- 14-acre riverside property with extensive manicured gardens that include koi pond, water features and a fire pit.
- Riverside Gazebo, Covered food service area, raised event stage.
- Signs for parking and event
- Access to the Venue Until Dusk
- Chairs and Tables with Linen
- Set Up and Tear Down
- Trash Removal
- Bridal cottage and 'grooms' quarters/game room for the day, starting at 9:00 am (Blue Studio and above locations also available to rent extended stay before and after event)
- Rustic wood centerpieces available upon request
- Water, tea and coffee (optional mint-lemon flavored available)
- Customized 2-hour planning consultation/ venue layout with Event coordinator\*\*

**\*\*Additional Event Coordination Services Available at \$100.00 hourly.**

Ask your Planner for details and additional rental item list and recommended vendor list

**Additional use of covered Event Center, including 2 VIP restrooms, prep-kitchen, 20' covered patios, greeting area + \$1250.00.**

If only the Event Center is to be rented, rates up to 100 persons apply (see above).

**Due on date reservation Non-Refundable Booking Fee of \$300.00**

## Small Celebrations, Gatherings, Meetings, Rehearsal Dinners in Event Center or Grounds

Small Intimate Celebrations up to 50 guests \$2750.00 - (available early - late Monday - Thursday)

- Tables, Chairs, Linens
- Centerpieces
- Event Planning available\*\*. Ask your Event Manager for details.



## *Navarra Gardens Helpful Bridal or Special Event Q & A*

**Q:** When can we schedule a tour of the venue?

*A: By appointment, Friday through Sunday are our preferred appointment times, but we will try to accommodate special requests.*

**Q:** Do we have to use your vendors?

*A: NO. We try to help keep your expenses in line with your budget allowing you to find your fit and style.*

**Q:** Do you have someone who can assist with the planning?

*A: Yes, we can arrange 3hrs of one on one assistance at a flat rate of \$250 (\$60 each additional hour)*

**Q:** Can we use your gorgeous grounds for an engagement or other type of photo shoot?

*A: Absolutely depending on time required, prices start at \$75.00 for a full day or \$50.00 for two hours*

**Q:** Is alcohol allowed at venue?

*A: Yes, you can bring and serve alcoholic beverages with the proper OLCC licensed servers (for private no charge events).*

**Q:** Are there any additional fees we need to be aware of?

*A: No, our paperwork spells out our basic or package fees there are no additional taxes or fees levied. Tips at guest discretion*

**Q:** What hours do we have access to the venue the day of the event?

*A: 9am – Dusk. Our team starts around 7:00 am setting your custom venue layout, the goal is to have it ready for your 9:00 am arrival.*

**Q:** Can we plan a wedding rehearsal on site?

*A: for a flat fee of \$130.00 we can accommodate this request, by offering the Air B n B/ Bridal Cottage rental to our brides the day prior to the big event. Check in is at 3:00 PM and venue is made available to you at no additional charge. Couples and guests find this option an amazing tool and stress reducer for brides and family. (price includes overnight stay for four guests - additional guests \$25 per person)*

**Q:** What happens if it rains?

*A: Exciting news! Our 4200 Sq.Ft. Event Center, that has two gigantic pairs of 20" doors either-end that open to vistas, is now available for smaller groups, there are also 20" covered patios either end. Two ADA bathrooms and a half kitchen are also available, along with a Studio apartment for guests or family use Fees subject to usage. Minimum fee for bathroom only usage \$500.00.*

**Q:** Do you have decorations available at the venue?

*A: We do have some fun reasonable items we keep on hand for rent; wine barrels, wooden ladders, bishop hooks, lanterns, tiki torches, speaker/PA unit, and including, wine glasses and tumblers Chaffing dishes with sterno's, serving platters, and dishes, and catering items, (including wine & water glasses, full sets of dishes for up to 35 guests, most item pricing from \$30.00 - \$60.00*

**Q:** Do you have someone who can assist with the planning?

*A: Yes, we can arrange 3hrs of one on one assistance at a flat rate of \$300. (\$60 each additional hour)*

**Q:** do you provide food on site?

*A: Yes, we can provide salads and Charcuterie Boards on our barrel hoop trays*

**Q:** My parents' anniversary, can we come to celebrate an intimate milestone in our lives?

*A: Yes, we love to host customized memorable events – even celebrations of life. We have been honored to host intimate dinners, family reunions and celebrations of life*

## RENTAL PRICING FOR OPTIONAL MISCELLANEOUS ITEMS

**IMPORTANT TO NOTE: Basic package for up to 75 and 100 guests, or under includes :**

**Buffet tables 6' tables x 3, coffee small square table, receiving table 5' x 1, & miscellaneous table x 1 with linens  
200 guests, additional table x 1, 300 guests x 2, 400 x 3 with linens. Grooms Quarters & Brides Cottage 9am-Dusk  
Venue fee also includes porta-potties, chairs, tables, linens, trash pick-up, hot tea, coffee & water dispensers x 2.  
Games: crochet, volleyball, miscellaneous bats and balls and Frisbees, bean bags etc., NO CHARGE**

Additional ala carte items:	Each:	Reserve x	Total Owed
Lantern Trail up to 20 lit lanterns	\$ 100.00		
Barn and Upper Garden (includes 2 toilets)	\$1,250.00		
2 Bathrooms in Event Center only	\$ 750.00		
Studio Barn apartment	\$ 110.00		
Cottage Rental Pre or post event	\$130.00		
Glass Round Table with Umbrellas x 6 ea	\$ 10.00		
Extra Long or square tables (+\$5.00 Linens)	\$ 10.00		
Long Bar Top (for salad or bar service)	\$ 65.00		
Copper pair of bar sinks	\$ 45.00		
Projector	\$ 65.00		
Karaoke (Wi-Fi with 2 microphones)	\$ 65.00		
Commercial Chaffing-Dishes w/Sterno's ea	\$ 15.00		
White China Set x 40 ea set	\$ 3.00		
Glassware x 35 Tall & 35 wine, shot glasses	\$ 2.00		
Large (ice/drink tubs grey/red) x4 ea @	\$ 2.00		
Salt & Peppers x 10	\$ 3.00		
Wine Bottle Openers for purchase @	\$ 9.00		
Linens, miscellaneous ea (small \$6.00)Lg	\$ 8.00		
Water Pitchers x 3 & addl water stations	\$ 5.00		
Chairs	\$ 1.00		
Table Wooden Rounds x 100 ea (lg,med,sm)	\$ 1.00		
Bishop Hooks x 16 tall, (6 small ea @1.00)	\$ 2.00		
Lanterns: Plain for decoration ea	\$ 3.00		
With battery lights ea	\$ 5.00		
Tiki Torches with lighting fuel x 16	\$ 6.00		
Vases - extra large	\$ 4.00		
Vases – tall round x 8 <small>(with flowers/greenery from garden \$6.00)*</small>	\$ 2.00		
/with greenery or flowers from garden*	\$ 6.00		
Mason Jars plain x 20 <small>(you can create w/your own colors)</small>	\$ 1.00		
Small Blankets x 14 ea	\$ 3.00		
Floral Swing Garland (pair) floral & green	\$ 30.00		
Additional Electric Cords	\$ 15.00		
Day Prior Set Up/Storage (if possible)	\$ 75.00		
Post Event Breakdown/storage (if possible)	\$ 75.00		
Electric Extension Cords (Small, \$6.00) Lg	\$ 9.00		
Extra Chairs (up to 10)	\$ 5.00		
Use of Lg. BBQ (when available)	\$ 30.00		

Balance Due for Additional Rental Items: \$