

THE MOUNT

WEDDING SITE RENTAL POLICY 2018

The Mount is the perfect location for your wedding or special event. With a variety of historic locations available, the estate and gardens can accommodate weddings of varying size depending on your needs. Below is an overview of site rental fees and other important information to help you plan your special day. After reviewing the information, please contact Kelsi Polk, special event coordinator, at 413-551-5116 or kpolk@edithwharton.org with any additional questions or to select your date.

SITE RENTAL FEES

Site rental fees vary depending on the size of wedding and include a \$2,500 tax deductible charitable contribution to The Mount's Preservation Fund. This contribution will help ensure the continued upkeep and maintenance of the mansion and 3 acres of formal gardens as well as 46 acres of managed woodlands to the highest level of preservation standards.

Wedding ceremony and cocktails in Edith Wharton's award-winning formal gardens with dinner and dancing on The Mount's historic mansion terrace for 100 guests or less.

1 to 100 guests \$10,000 (includes \$2,500 charitable contribution)

Wedding ceremony in Edith Wharton's award-winning formal gardens with cocktails on The Mount's historic mansion terrace and access to The Mount's tent site for dinner and dancing.

101 to 150 guests \$10,000 (includes \$2,500 charitable contribution)

151 to 200 guests \$12,000 (includes \$2,500 charitable contribution)

201 to 250 guests \$14,000 (includes \$2,500 charitable contribution)

Events will begin at 5:00 p.m. and end by 10:00 p.m. Additional hours past 10:00 p.m. may be reserved for an additional \$1,000 per hour. Events must end by 12:00 a.m. at the tent site and 11:00 p.m. at the mansion.

PAYMENT INFORMATION

The \$2,500 preservation fund contribution and one half of the balance of the site fee (\$3750, \$4750 or \$5750 depending on the size of the event) are due at contract signing. The remaining balance of the site fee must be paid no later than 180 days (6 months) prior to the event.

CANCELLATIONS

Cancellations must be confirmed no later than 4 months before the event for a return of half of the site fee (\$3750, \$4750 or \$5750 depending on the size of the event). The \$2,500 preservation fund contribution is non-refundable.

ADDITIONAL INFORMATION & REQUIREMENTS

Due to The Mount's designation as a National Historic Site and to ensure the safety and well-being of your guests:

- A damage deposit of \$1,000 is required prior to the event and will be returned pending an inspection of the site within 30 days of the event.
- The wedding party or event hosts and all of their chosen vendors must purchase a one day special event insurance policy, or provide proof of an existing insurance policy, including liquor liability, naming The Mount as an additional insured.
- Use of equipment rental companies, caterers, and other vendors pre-approved by The Mount.

BEVERAGES

Due to The Mounts liquor license all alcoholic beverages need to be purchased through The Mount.