

2008-2009 Wedding & Party Guidelines

Outdoor weddings are a colorful tradition at Julia's Grand Pavilion Gazebo with a beautiful setting for that special event. At Julia's, you can choose a traditional or theme outdoor wedding and/or a private reception or party. The Grand Pavilion Gazebo and expansive tent areas can accommodate up to 250 guests and is handicap accessible. The following is a list of rules and guidelines. **Signing the Wedding & Party Contract with proper deposits is necessary to secure your event date.**

Indoor Events

1. Indoor room and rental fees start at \$75-\$150 per 3 hour time periods
2. Indoor food events range from 15 to 100 depending on the time of year, food format selected (Buffet, sit-down, etc.) and table requirements (gift, cake table, etc.).

Outside Gazebo Events

3. Outdoors Gazebo rental fees start at \$200.
4. Outdoor weddings usually take place from April 15th through October 31st. Time slots are in 3 hour increments starting at 9:30, 12:30, 3:30 and 6:30. Additional time slots may be purchased. Please call for availability. See next page for our suggested time blocks needed for your event. Prices are subject to change without notice.
5. Chair Rental: 25 white fan backed chairs are included with the rental of the gazebo. Additional chairs are \$2.50 each which includes delivery, set-up and removal.
6. Outdoor Gazebo food events can range from 50 to 74 guests and tent from 75 to 300 guests.
7. A \$200 security deposit is required when Gazebo or tents are being used (see Wedding Contract for details).
8. The Gazebo has a curtain system available for inclement weather.
9. Electricity is available in the Gazebo.
10. Chairs used for weddings will be set up on the lawn in a chapel format on either side of the walkway. If special seating arrangements are required you must inform the event coordinator 2 weeks prior to your event.
11. Julia's is not responsible for failure to perform due to weather, fire or utility failure. Julia's is not responsible for inclement weather and provides no indoor areas for weddings unless other arrangements have been made in advance.
12. **Gazebo rental includes the immediate Gazebo area around the Gazebo and the outdoor restroom area. This rental does not include the main building.**

All Events

14. You are free to hire your own musicians, officiate, photographer however our Event Coordinator if available to assist you for an additional charge.
15. If your event goes beyond the reserved time, there will be an overtime fee charged.
16. Rooms, Gazebo, and Horse & Carriage require a 50% down payment and are non-refundable.
17. Julia's is not responsible for lost or stolen articles.
18. Julia's reserves the right to cancel any wedding or event serving food, where we have not received a deposit and signed **Food Service Agreement** within 60 days of booking the event.
19. Wedding rehearsals should be scheduled two weeks prior to your event. Couples who have booked their rehearsal dinner and reception at Julia's have priority of the day and time. Those couples who are booking a rehearsal dinner only will have second choice of day and time.
20. Pictures are permitted in the Gazebo and surrounding grounds through out the year starting at \$100 for a one hour minimum. Times can be booked no sooner than 15 days prior to your date.
21. Times for delivery and/or set-up of decorations, flowers etc. must be coordinated with Julia's staff and must fall between your event times period(s) booked.
22. Decorations are permitted as long as they are freestanding or placed on pedestals. Nothing is to be attached to the Gazebo. Only bubbles, bells, doves or butterflies are permitted at weddings.
23. Shuttle Service: Julia's offers Shuttle Service from the parking area's to the walk way or to the Gazebo area as needed for your guests health conditions. Our "Stretch People Mover Club Car Golf Cart" seats 5 adults. The Cart fee is \$50 per hour (2 hour minimum) which includes driver. With prior notice the cart may be used in pictures.

AVAILABLE GAZEBO EVENT TIMES & PRICING

Available time Blocks	Available times	Suggested Ceremony times	Pricing for Monday thru Thursday	Pricing for Friday thru Sunday
A	9:30am-12:30am	10:30am-11am	\$200	\$300
B	12:30am-3:30pm	1:30pm-2:00pm	\$400	\$500
C	3:30pm-6:30pm	4:30pm-5:00pm	\$400	\$500
D	6:30pm-10:00pm	Anytime	\$400	\$500
E	All Day Reserve	Anytime	\$1000	\$1500
Add On	10:00-11:00 pm	Anytime	\$100	\$100
Pictures Only	1 Hr. to be scheduled		\$100	\$100

SUGGESTED EVENT TIME BLOCKS

Wedding Ceremony	One Time Block	3 Hrs
Wedding with Brunch Buffet or Hors D'oeuvres Reception	Two Time Blocks	6 Hrs
Wedding with Tent Reception	Two Time Blocks	All Day
Pictures Only (can book only 15 days before event)		1 Hr

PRIVATE PARTY ROOMS CAPACITY, RENTAL CHARGES and PARTY HOURS

Julia's reserves the right to change groups to a party room more suitable for the Event.

PARTY HOURS	Monday thru Thursday	1:00 pm to 10:00 pm
	Friday, Saturday and Sunday	1:00 pm to 10:00 pm
	Sunday Brunch	1:00 pm to 3:00 pm
No parties on:	Christmas Day & New Year's Day	

FACILITIES:	SIT-DOWN CAPACITY* (12 Minimum)	BUFFET CAPACITY* (30 Minimum)	3 HOUR ROOM CHARGE**	4 HOUR ROOM CHARGE**
AUGUSTA ROOM	12 - 32	N / A	\$75- \$150	\$100- \$200
VERANDA	36	36	\$125	\$175
BACK DECK	30 - 40	N / A	\$125	\$175
AUGUSTA & VERANDA	68	46	\$225	\$300
TOTAL 3 AREAS	108	90	\$350	\$475
GAZEBO	70 / 74	64 / 68	\$500	\$750

* Seating capacity may change with any extra table requirements such as cake, gift, spirituous liquors, etc.

** Room rental times begin at set and are finished at tear down.

Julia's Bed and Breakfast Event Contract

*(Please submit this form with your required deposits to secure your event.
To check availability please contact Julia's Management at 330-534.1342)*

A 100% non-refundable room payment (including taxes) is required to secure your event at our facility. To secure the chef for the date of your event requires an additional deposit of \$2.00 per person on the minimum count. The final payment for the food is required at the conclusion of your event. We accept all major credit cards as well as cash for payment. Checks accepted with appropriate identification.

Your event has been scheduled for a certain time period. Any arrangements for set-up and removal of items brought in needs to be orchestrated within your allotted time slot. Should you go over your allotted time slot you will incur additional charges of \$25 per 15 minute increment.

Should your event be cancelled for any reason all deposits are non-refundable. In addition, the party will be charged 50% of your Food Service Agreement. All cancellations taking place four weeks prior to the event will result in 100% payment of your Food Service Agreement.

Julia's will not be responsible for articles brought onto the premises which are lost or damaged. Julia's is not responsible for failure to perform due to weather, fire or utility failure. As a public facility, Julia's cannot guarantee complete privacy nor allow parties to disrupt or disturb the activities of other visitors.

Statement of Understanding:

I have read, understand and agree to the terms and conditions of Julia's Event Contract and furthermore understand that all deposits are non-refundable. In addition, I understand and agree that any balances that are due under this agreement will be paid by as outlined above. Lastly, I understand and agree that if I should cancel for any reason, I will be responsible for the payment of cancellation fees as outlined above.

Signature of Renter

Date

Note: When scheduling a wedding ceremony and/or reception at Julia's you will receive additional contracts and guidelines.