



Frequently Asked Questions

What are the rental fees?

8-hour Events (typically weddings)* (includes site manager. Tents are encouraged and are an additional fee, see below)

Accommodating up to 60 guests**

_____ \$2,100 rental. \$200 per hour after 8 hours

Accommodating 60-105 guests

_____ \$2,600 rental. \$225 per hour after 8 hours

Accommodating 106-150 guests

_____ \$3,100 rental. \$250 per hour after 8 hours

* Rates can be reduced if less time is required, determined on a case by case basis, to be written into the contract.

** The interior of the House can support up to 50 seated between two rooms, 60 for a standing reception.

Damage Deposit \$250 + ½ rental fee due at the signing of the contract

What does the rental fee include?

The fee covers the use of our property. For events larger than 60 guests, we recommend that you rent a tent outside amidst our beautiful lawn and gardens, and utilize the interior of the House for such things as a stationary appetizer display, guest book sign-in, gift and place card tables. Many also enjoy the House as a place to enjoy a quiet moment, and it is an elegant backdrop to your event. Some events also invite a docent to give historical tours of the house. You and a few select friends and/or family members have access to our second floor getting ready room, private bath and photography room. One bathroom is available on the first floor. We also have several card and rectangular banquet tables that are best suited for events when covered with linen as well as beige metal chairs (*see end of document for complete list*).

Can we choose the vendors, or do you work exclusively with a certain set?

Yes, you may choose the vendors as long as they can adhere to our guidelines and regulations (outlined in our contract). We do have a preferred (but not exclusive) tent, table and chair vendor, as well as a list of other vendors to get you started.

Can we bring in our own food?

Any food and alcohol served must come with liability insurance, which can be provided by your bartender, caterer, grocery store, or event policy available through your insurance provider (approximately \$100-150 +/-).

Can we bring in our own alcohol? If yes is there a corkage fee if I bring my own wine?

You may use a consignment liquor provider which allows you to return unopened beverages. The pricing is as competitive (if not better) than a typical retail liquor store. We do require a TIPP certified and insured bartender. Please refer to our contract for a full description of our policies.

Are there any areas we won't have access to?

The upstairs "getting ready," bathroom, and photography rooms are only accessible to you and a few of your pre-selected family/friends.

What kind of services do you provide?

We are liaisons to the House and help ensure that the private functions held here do not disturb the historical integrity of the House and grounds. While we can offer to you a bit of advice, we are not educated event planners. However, if you do need extra help, one of our staff can offer our services to you at an hourly rate.

How many events do you host a day?

The weekend is yours! Currently we tend to only book one event a weekend, allowing you to set up your tent a day before and take down a day or two after.

Is there a day-of coordinator?

Yes. There is also a manager available to you for all your questions and concerns during your planning process.

Are there any additional costs-cleaning fees, insurance-fee waivers, etc.?

No. All site fees are listed on our website and are located within the contract. However, we are testing for 2015 having an on-site porta-potty for events exceeding 60 guests (per contract) at an additional fee of \$150.

Who is responsible for setting up and tearing down the decor, and when will it be completed?

You (or your vendors) are, but we can help at an hourly rate.

Will our guests have to pay to park?

No. There are ten spots for your use on site. Street parking and adjacent city lots are also not permitted or metered. Spots at the directly adjacent Curtis Hall parking lot may be available via a tax-deductible donation made by you (typically of \$100).

Is the House (and bathrooms) handicapped accessible?

Yes.

How many hours do you allow a party to be here?

Eight (8) hours is typical for a wedding, but you may extend the time at the listed hourly rate. For the sake of our adjacent neighbors we ask the event to end at 10 PM (for more on this see the contract). There are a plethora of nearby establishments that many weddings take the party over to afterward—let us recommend a few of our favorites!

Will we need to bring in sound equipment?

Yes. Many of our clients prefer to rent speakers and hook up an iPod.

Are there restrictions for the photographer?

No. However, with your approval and review, we kindly request the use of a few of your pictures either that we ourselves take or that your photographer takes for our marketing efforts. All photos will be credited of course!

Are we allowed to bring in decorations?

Yes, however many guests find that the House itself needs very little additional décor. Let me know what you are thinking and please be mindful of our historic house and landscape.

Are candles or BBQs allowed?

No candles are allowed. Many events utilize LED lights for additional ambiance. With prior approval, a small contained candle may be used for a ceremony. Grills and outdoor heaters are allowed but you or your caterer must obtain a City permit, and they must be placed at least 20' from any structure.

What's the backup plan in case of a bad weather?

Many tents come with sides which keep out the rain and heaters for colder weather. A smaller tent can also be added to your primary tent to store the dining tables during your ceremony. You may have use of the inside if you are OK with some guests standing and perhaps not all being within the same room.

We will have people flying from overseas; is there a hotel close by the house that you recommend?

1. [Taylor House](#) Bed and Breakfast. Within walking distance.
2. [Envision Hotel](#): Brand new boutique hotel located 1.5 miles away with very reasonable prices. Located on the 39 bus line that drops off in front of the Loring-Greenough House. Taxi cabs are also plentiful.
3. [Holiday Inn - Brookline](#)
4. [Beech Tree Inn](#)
5. [Longwood Inn](#)

Is outside too cold in November?

I would recommend booking for outdoor events up till mid-fall. Columbus Day weekend is a good time as it may allow your out-of-town guests more time to travel and enjoy the gorgeous New England fall foliage.

See below for furniture at the House:

Approx. 48 metal beige folding chairs
Dining room has 8 antique chairs
Parlor has one loveseat and 2 large arm chairs.
Front hallway has two small loveseats
Approx. 6 misc. chairs scattered throughout house

Table dimensions and current locations:

- (2) 30"x72" (very heavy folded buffet - in barn)
- (3) 30"x96" (very heavy folded buffet - in barn)
- (3) 20"x48" (lighter plastic - in barn)
- (1) 20"x42" (decorative wood - in dining room)
- (1) 42"x100" (dining table - in dining room)
- (12) 34" sq. (folded card tables - in dining room closet)