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Garth Newel Event Packages

Thank you for choosing Garth Newel for your special event. We look forward to working with you to create an event that will bring memories for years to come!

All events are subject to prices, fees, and policies of Garth Newel Music Center.

Herter Hall Rental

1. A non-refundable deposit of \$500.00 is required to maintain your specific date.
2. Rental includes access to the hall for the full day of the event. Access may be granted earlier if scheduling allows.
3. The fee includes the use of tables and chairs at Garth Newel. The number used will be determined by the guaranteed count given. Any other equipment needed will be rented from an outside source and the client will be charged accordingly for the rental equipment as well as delivery and set-up charges.

Damage to equipment used at the event will be charged to the client.

4. Herter Hall is a smoke free facility. Smoking is permitted outside on the patio where garette butt and ash containers are located.
5. A Garth Newel representative will be present throughout the event.
6. Garth Newel will handle staffing requirements for your event. The current rate is \$12.00 per hour, per person.
7. Payment of services is due at the conclusion of the event.
8. Decorations must be completely removed immediately after the event.
9. Trash removal will be handled by Garth Newel staff
10. We request that events be ended by midnight.
11. Only votive tea light candles can be used at Garth Newel.
12. Arrangements for decorating for your event must be made with Garth Newel ahead of time. Decorating during business hours is strongly preferred. There may be an hourly charge for staff to be present if you are decorating outside of business hours.

Garth Newel Food Options

Hors D'oeuvres/Receptions

Choose a selection from our banquet menu featuring passed canapes, artistic displays, and carving and gourmet stations.

Buffet

Choose selections from our banquet menu featuring deli, dinner, reception buffets

Lunch and Dinner

Choose selections from our banquet menu with a la carte pricing or lunch/dinner packages.

Garth Newel Bar Pricing

Full Bar

There is a \$175.00 bar set up fee. The first hour is \$10.00 per person and 5.00 for each additional hour. Any additional time requested during the event must be approved by the chef or executive director. The bar includes:

- All mixers, glassware, ice, and soft drinks.
- Top shelf brand liquors, house white and red wines
- Domestic, premium and imported beers.

Cash Bar

\$175.00 set up fee.

All wine, beer, soda, liquor paid by guests during event. Prices set by Garth Newel.

Wine/Beer/Soda Bar

\$175.00 set up fee.

All wine, champagne, beer and soda are charged based on the amount consumed by your guests. A specialty drink can be arranged by request. To be paid at the end of the event.

Wine and Champagne for Service

\$12.00 a bottle for house red and white.

\$15.00 a bottle for house champagne

Wine list available. Prices vary. Special order wines and champagne also available.

Beer

Domestic, premium and imported beers available in bottles.

\$3.00 domestic

\$4.00 premium and imported

Half and quarter Kegs available. Price based on type of beer. Deposit required.

Additional Rentals

Garth Newel provides the following to accent any function.

Linens

Limited stock colors available. Garth Newel works with rental companies for a wider variety of choices.

120" Rounds (full floor length) Ivory or Fushia	\$ 10.00
Gold, Hunter Green or Navy Toppers	\$ 7.00
Gold, Ivory or Navy Napkins	\$ 7.00 per dozen

China, Silver and Stemware

Garth Newel provides china, silver and stemware for your event. We will rent the necessary equipment for events that exceed our inventory. Client is responsible for rental costs, delivery and set up.

Chairs and Tables

Chairs and tables available through Garth Newel. Alternative styles will be rented. Client is responsible for rental cost, delivery and set up. Chairs used for outside events are subject to an additional set up fee.

We will be happy to provide you with any additional rentals you may need. Each is subject to a rental and delivery fee. Additional rentals will be approved by the customer before ordering.

We are available to answer your questions. We look forward to working with you towards a memorable event.

Lodging

The Garth Newel Manor House and Christine's Cottage are available to rent for lodging and other events. The houses are rented as a complete package and not as individual rooms. Self-service continental breakfast is provided at the Manor House.

Manor House (9 double bedrooms with private baths, large living room, library and kitchen)
\$1,200 for the first night and \$1,000 for each additional night

Christine's Cottage (3 double bedrooms, 2 full baths, living room and kitchen)
\$200 per night