CARROLL COUNTY FARM MUSEUM

# . Wedding Guide







Love, Laughter, & Happily Ever After at the

Farm Museum

A wedding as special as your love story!







### THE RECEPTION BARN



The Reception Barn charms with rustic beams, old pine floors, carriage lamps and rafters lined with fairy lights.

The Reception Barn includes tables and chairs for up to 80 guests. Additional picnic tables are available upon request for additional outdoor seating.











#### **RECEPTION BARN**

Offers tables and chairs with seating for 80 guests, icicle lights on the rafters, 18 coachmen wall lanterns and two lighted birch trees. An antique flower cart is available for cake display, gifts, etc. Solar lit path to the Pine Grove and picnic tables available upon request for additional outdoor seating. Handicap accessible restrooms.

### **BRIDAL DRESSING CHAMBER**

Beautifully appointed and comfortable dressing area with private restrooms.

#### **GARDEN & GAZEBO**

Includes seating for up to 150 guests. Connection to electric supply available at this site.

#### **ADDITIONAL AMENITIES**

- Lawn games
- Farmyard animals onsite April-Mid October
- All wedding options include additional time for decorating and rehearsal
- Playground
- Farmhouse Tours available during Museum hours
- Historic buildings/exhibits open during Museum hours
- Unique photography backdrops including covered bridge, historic Farmhouse, stream, rustic buildings, gardens and more

**NOTE:** Depending upon the time of your wedding, there may be other activities scheduled at the Museum. There will not be other weddings scheduled, however, or any activities that would interfere with the ambiance of your event. The Museum does not schedule weddings during its own festivals or those that are held by private rental clients.









### FREQUENTLY ASKED QUESTIONS

### RECEPTION BARN TABLES & CHAIRS

The barn accommodates 80 people inside. A tent can be added outside to allow for additional seating, a buffet area or other space. The standard 8-foot banquet tables—seating eight to ten people—are included in the rental fee.

### LIGHTING IN THE RECEPTION BARN

Open flames are NOT permitted in the Reception Barn or any other wooden structure on the Museum grounds. Please use LED candles or electric lights only due to the historic nature of the buildings. Sterno can be used by caterers but it MUST be monitored. Absolutely NO SPARKLERS or lighted luminaries are permitted on the grounds. This is a county policy and there are no exceptions.

### **SMOKING ON THE GROUNDS**

Smoking is NOT allowed in the Reception Barn including E cigarettes or in any other wooden structure on the Museum grounds. Your guests are permitted to smoke on the grounds but please be sure they use the proper ash receptacles provided. No littering please.

### DECORATION OF THE RECEPTION BARN

The Museum sets up the tables and chairs according to your plan. This plan must be returned to us two weeks prior to your event so we can address any concerns you may have. The wedding coordinator will work with you to schedule decorating and rehearsal times. Decorating and set-up are typically the day of the event — although this can vary according to the Museum's calendar. Tear down is to be completed at the conclusion of the event unless other permission has been granted by the wedding coordinator PRIOR to the event.

#### **CATERING**

You may choose a caterier or provide the catering yourself. One vehicle for catering purposes may be parked next to the Reception Barn during your event. Grills are permitted but MUST be placed a minimum of 15 feet from all wooden, canvas or plastic structures. Grills are NOT permitted inside any structures. Cateriers must supply the Wedding Coordinator with a Certificate of Insurance and the proper Carroll County Health Department licenses a minimum of one month PRIOR to your event.

### **RENTAL TERMS:**

A HOLD requires a signed contract with a non-refundable deposit. This deposit will be deducted from the final contract balance due. In the event that a contract is canceled before the event date, this deposit is a holding service charge fee and will be forfeited.

An Alcohol Deposit is due 30 days prior (separate check) to your event. This check is a refundable check within 10 business days after your event as long as there are no infractions or alcohol-related incidents.

A Maintenance Deposit is due 30 days prior (separate check) to your event. This check is a refundable check within 10 business days if the rental site is left the way it was found.

The balance of your rental must be paid in full  $60\,\mathrm{days}$  prior to when your event takes place.



## Thank you

for choosing the
Carroll County Farm Museum
to begin the first day
of the rest of your life
together!

For additional information and assistance, please contact our Wedding Coordinator at 410-386-3886 or ccfarm@carrollcountymd.gov



