



FREQUENTLY ASKED QUESTIONS

- ***How do I book my event at Aldridge Gardens?*** We are thrilled to have you and your guests join us for your event! In order to book your date we require a 50% non-refundable deposit, signed contract, and signed facility guidelines.
- ***Are you able to tentatively hold dates?*** Due to the demand in dates we book first come-first served with a contract and booking deposit.
- ***May I bring in my own decorations?*** Yes absolutely! You will need to factor in the timeframe needed to decorate yourself as well as your take down and clean up into your designated rental time. Also do so within our decorating guidelines and no permanent marking of any structure or plant on the property please.
- ***Are ladders or other items available to aid in my decorating and set up?*** We apologize but no, you will need to provide all necessary items to complete your decorating as well as take down at the end of your event.
- ***May I leave items over-night at the venue?*** All items brought in must be removed the same day within your designated rental time.
- ***May I purchase additional rental time?*** Yes of course! Additional rental time may be purchased for \$150.00 per hour.
- ***May I provide my own catering?*** Aldridge Gardens has a wonderful list of preferred caterers you may choose from for your food and service items for your event.
- ***Is alcohol allowed?*** Yes, and we ask that you make the delivery of your purchased alcohol to one of our preferred caterers and they assume the liability and responsibility of your bartending and set-up the duration of your event. No self-serve or cash bars permitted. We also require the hiring of a Police Officer (4 hours) at \$40 per hour for the reception.
- ***Do we hire the police officer if we choose to serve alcohol?*** No, Aldridge Gardens will handle the hiring of the officer and simply add their fee into your itemized final balance.
- ***When does my rental time begin?*** Your rental time is dictated by your contract and begins when you arrive to the property. We do offer a complimentary 1 hour post event to clean and remove your items from the property.
- ***How late may we be at the gardens?*** We ask that vendors as well as all guests vacate the property no later than midnight.

- ***Do you provide linen?*** Unfortunately no, but we will be happy to refer you to local vendors that may provide that service for you.
- ***How many tables and chairs are included in my package?*** (not included for ceremony only options) You decide how many of these items & your desired layout
 - Up to 200 plain white folding acrylic chairs, & 200 white folding chairs with pads
 - 9 60" round tables-guest seating for 8 to 10 guests per
 - 12 48" round tables-guest seating for 6 to 7 guests per
 - 12 standard 6 foot tables-seating for 8 guests per
 - 9 Highboy/Cocktail tables-standing only
- ***Do you provide a wedding coordinator?*** No, but we do provide an event staffer that is here for over-all venue management and logistical assistance throughout the duration of your event and will work with your vendors hired.
- ***When may I schedule my rehearsal?*** You are given a 1 hour rehearsal typically scheduled the day before your event during regular business hours (8:00 AM to 5:00 PM) but if we have an event scheduled we must work around their time-frame. We do not schedule rehearsals at least 2 hours prior to my day of bride walking down the aisle.
(Wedding Ceremony and Reception Packages Only)
- ***Do you allow fireworks?*** No, but you may use sparklers in the parking lot outside of the main garden gate for your send-off unless a burn ban has been mandated.
- ***How do you handle possible weather issues that may occur during my rental time?*** Aldridge Gardens works diligently to establish a "Plan B" option for you and your guests at no additional cost.
- ***Are pets allowed?*** Yes, we love having your precious furry friend's join us with a signed/dated pet waiver (see Director of Sales for this waiver). They need to be looked after the entire event and on a leash please.
- ***How do we gain access to the gardens via our vehicles the day of the event?*** All vendors as well as guests wanting to enter the gardens via vehicle must check in with security at our front gate. We are a public gardens during our regular business hours (varies seasonally) and limit the amount of traffic in and out of the gardens for safety purposes.

Capacities:

- Aldridge Gardens House guest capacity 150 with the use of the back patio area that is tented (seated inside 60-70 depending on your layout)
- Pavilion guest capacity 200 directly underneath but can accommodate 200 plus with the use of the side patio and shade garden adjacent
- Ceremony site locations vary with capacities. (9 gardens sites to choose from throughout the 33 acres of property with capacities varying)