

# THE MARKET *at Grelen*

## The Market at Grelen Wedding FAQ's

### **What areas onsite are included in the venue rental fee?**

You have exclusive use of our property for a 6-hour timeframe once the shop closes at 4pm. Access to the Bridal Suite is available beginning at 10 am.

### **What times do we have the Venue?**

Ceremonies may begin at 4:30pm. All events must end by 11:00pm. Set up can begin in The Orchard Overlook Tent as early as 12:00 pm the day of your event. Set up in all other areas around the Market can begin at 3:30 pm. The Market is open to the public Wednesday – Sunday from 10am – 4pm.

### **Are Tables and Chairs Included?**

Yes! Included in your venue rental are (17) 72" round tables, (150) garden chairs for your ceremony and/or reception, and (2) 8' rectangular banquet tables. The Stone Terrace is pre-set with patio tables and chairs offering cocktail hour seating for up to 90 guests. The Greenhouse is pre-set with patio tables and chairs offering cocktail hour or an intimate dinner reception seating up for to 35 guests.

### **Can we use the plants located around The Market?**

Yes! The seasonal plants that surround The Market are available for your use. We require that a planner or florist be the ones to move and arrange these plants for your design use. The options change weekly so specific types cannot be chosen until the week of the event. Please ask our Venue Manager for more information on plants that will be in season for your wedding day.

### **How can I reserve my wedding date?**

A 50% deposit along with a \$500 refundable security deposit is required within 7 days of the signed contract to reserve your date. The remaining balance is due 30 days prior to your event.

### **What is the Refundable Security Deposit?**

A \$500 damage security deposit is required with the signed contract. This is to cover potential damage by your guests, and will be refunded 14 business days following the event. If any damages have occurred, you will be notified, and we will bill you for any repairs over and above the deposit.

### **Do we need to hire a wedding planner?**

Yes, we do require that you hire at minimum, a Day Of wedding planner. Our Venue Manager can recommend planners based on your specific needs, and several of our preferred caterers offer Day Of wedding planning services.

### **Is there enough lighting?**

Yes! The existing outdoor lighting and landscape twinkle lighting is included in all venue areas. The Orchard Overlook Tent is strung with bistro lighting and (5) chandeliers. Candles are the responsibility of the client and must be contained in a votive or hurricane.

### **Is there enough power onsite?**

There are several electrical outlets for your use around the Market's Stone Terrace, Pergola, Greenhouse and Potting Shed. The Orchard Overlook Tent has two power distribution boxes offering plenty of power for your vendors. There is additional power available for catering equipment in the catering prep tent.

### **Is there parking provided?**

Due to safety and liability concerns of hosting an event in the country, shuttle service for guests must be offered if alcohol is served at the event. The Market gravel parking lot is included in your rental fee and offers up to 40 spaces with parking attendants for one hour leading up to your ceremony start time. Additional parking is available for up to 100 cars for an additional fee of \$220 which includes a lighting tower with generator.

### **Are bathrooms included?**

Yes, a Grelen owned VIP restroom trailer is included in your site fee. The restroom can comfortably accommodate up to 200 guests. An additional restroom may be needed for events exceeding this amount, at the client's expense. The Market shop is closed during private events because of the shop merchandise; however, these indoor restrooms can be rented for an additional fee. Handicap accessible restrooms can be made available at client's request.

### **What vendors may we use?**

The Market at Grelen has an extensive list of Recommended Vendors. Vendors not included in this list must be pre-approved by the Venue Manager

### **Are DJs or Live Bands allowed?**

Yes! All entertainment vendors must be pre-approved and sign a noise ordinance agreement with The Market at Grelen. Due to our noise ordinance, noise levels will be monitored and cannot go above 80 dB.

### **Who sets up and cleans up our wedding?**

The client's team of vendors are responsible for all design, set up and tear down. Full service caterers are responsible for setup and breakdown of table and chair placement. Caterers are required to remove all trash from event and dispose in designated Market dumpsters. Grelen staff is responsible for moving Grelen Iron tables and chairs that are pre-set on the Stone Terrace.

### **May we take photos on the property?**

Yes! The Market at Grelen offers the perfect setting for photos! Engagement and Wedding photo shoots are INCLUDED in all immediate Market areas during business hours. Photo shoots outside of business hours are available based on availability and for an additional fee of \$50 per hour.

### **Can we bring in our own alcohol?**

Yes you may bring in your own alcohol, but all alcohol must be served by a licensed caterer, guests cannot "serve themselves" at your event. Beer, wine and mixed drinks are allowed.

### **Where can our Guests stay?**

The Market at Grelen operates two vacation rentals located just minutes from The Market at Grelen. Located just two minutes from Spotswood Lodge is a quintessential farmhouse that sleeps up to 20 guests. Located in downtown Orange is Boxwood Villa. The Villa is a historic, newly renovated home that sleeps 10 guests.

The town of Orange is approx. 10 minutes from The Market and offers several hotels and B&B options. Charlottesville is located 30 minutes from The Market and has numerous hotels. Ask our Venue Manager for a full list of local accommodations.

### **May we have a ceremony rehearsal the day before?**

Yes, a one-hour rehearsal time during our business hours of 10am - 4pm is included upon request. All rehearsals are subject to approval 30 days prior, as they cannot conflict with other scheduled events.

**Are centerpieces provided?**

The Market at Grelen does not provide centerpieces. Grelen plants can be used if they are purchased outright to be used as centerpieces.

**Are heaters and/or fire pits available?**

Yes! Grelen has several fire pits on property that are available for your use, weather permitting. Blow heaters for the Orchard Overlook Tent can be rented from Gibson Rental.

**Can we use retail items located around the Market?**

The Market has an extensive rotating inventory of garden décor that is available for rent a la carte including pots, planters, lanterns, shepherds hooks, arbors, wine barrels, tabletop items, etc. Items are offered to rent for 20% of the sale price, or can be purchased outright with a 20% discount to confirm availability.

**What else makes The Market at Grelen special?**

Our homemade ice cream has been very popular and is becoming a staple at many Grelen weddings. Depending on the season, we have fresh berries and produce that can easily be incorporated into your specialty cocktail, dinner menu, or pie bar. Grelen honey from our own honey bees are a special one-of-a-kind favor for guests. Ask our Venue Manager for details on what will be in season for your wedding day.

**Is a Grelen employee present at our event?**

Yes, a Venue Manager & Assistant is present the day of your event and included in your venue fee. On the day of setup, the Venue Manager & Assistant will provide coordination for key suppliers; however, all design setup and plant & furniture movement is the sole responsibility of your Day Of wedding planner.