# PRIVATE EVENTS & RENTALS



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### MEETING RENTALS

Host your meeting, retreat or lecture in the Victorian-style Dower House. Let the historic interiors lend elegance and comfort to your meeting. On breaks, stroll the North Garden's formal Box Knot or soak up the sun on our South Lawn. Create a unique experience for your guests and attendees by adding a tour of our 1816 historic house, a National Historic Landmark, to your agenda.

The Dower House offers the option of three meeting rooms, each filled with natural light and a unique historic backdrop. Meeting rooms come with basic AV, complimentary Wi-Fi and flexible setup. Inquire about lunch delivery and setup options from local bakeries.

#### Fee Schedule:

Daytime/weekday hourly

(8:00 a.m. - 4:00 p.m.): \$200/hour

Evening/weekend hourly

(4:00 p.m. - 10:00 p.m.): \$400/hour

4 Hour daytime rental: \$750 8 Hour daytime rental: \$1300

#### **Rental Includes:**

Capacity: 35 seated

- Access to all three rooms of the Victorian-style 1869 Dower House's first floor, plus kitchen space
- Staffing and setup
- Access to complimentary Wi-Fi
- Projector and screen setup
- Optional podium

\*Private house tour of Tudor Place can be arranged based on availability

\*Tour confirmation required two weeks in advance of rental date



# TEA & TOUR



#### What is a Tea & Tour?

Elegant Tudor Place teas satisfy the mind and nourish the appetite—a lovely way to relax and learn about this National Historic Landmark with friends or family. A tea begins with an endless supply of heritage tea blends offered with traditional tea sandwiches and sweets. After tea has been served, proceed to the historic house or into the garden for a private tour for your group.



Stacey Evans Photography

#### **Details:**

- \$45 per person
- Available for groups of 10 to 35
- 1 hour of full-service tea with scones, finger sandwiches and desserts
- Unlimited heritage tea served by friendly staff on fine porcelain
- 1-hour, private guided tour of the historic house or garden
- Available Wednesday Sunday 10:00 a.m. - 2:00 p.m.
- Traditional tea service
- Room setup and cleanup by Tudor Place staff
- Additional rental time \$200 per hour

# THE SHOWER PACKAGE



Host your Bridal Shower, Baby Shower and more in our beautiful Victorianstyle Dower House. This package gives you an additional hour to enjoy the catered tea and provides a beautiful space to celebrate your milestones. After tea has been served, enjoy time with your friends and family inside the Dower House, adjacent garden or front porch. Then, gather for an exclusive guided tour of the historic house or garden.



#### **Details:**

- \$200 + \$40 per person
- Available for groups of 10 to 25
- 2 hours of full-service tea with scones, finger sandwiches and desserts
- 1-hour, private guided tour of the historic house or garden
- Available Wednesday Sunday 10:00 a.m. - 2:00 p.m.
- All catering coordination (ordering, intake, setup and cleanup) provided through the Private Events
   Coordinator
- Traditional tea service
- Full service of two Tudor Place staff members
- Room setup and cleanup by Tudor Place staff
- Additional rental time \$200 per hour



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## SEATED LUNCH OR DINNER

Set your special dinner in the Victorian-style 1869 Dower House. Choose from one of our experienced catering partners or bring in your own team. Choose from one of our experienced catering partners or bring in your own favorite. Once you choose the menu, we take over on day-of logistics while you enjoy the party.

Add a memorable touch by offering a private, personalized tour of our 1816 historic house.\*

#### **Details:**

- \$500 per hour\*
- Availability:
  - Weekdays 4:00 p.m. 10:00 p.m.
  - Weekends 8:00 a.m. 10:00 p.m.

\*Does not include catering costs
\*Rental time must include setup and
breakdown by caterers and any additional
outside vendors

#### **Rental Includes:**

Capacity: 35

- 4' round tables and white folding chairs
- One Tudor Place staff member
- Table and chair setup
- Use of Dower House adjacent garden (dependent on weather)
- Complimentary guided tour of Tudor Place Historic House

\*Tour confirmation required two weeks in advance of rental date

\*Tours only available at select times

### COCKTAIL RECEPTION & TOUR



Take a private tour of Tudor Place, followed by cocktails in the Victorian-style Dower House. We can offer an exclusive historical experience that will make your evening memorable. If the weather is nice, invite your guests to relax outside, and enjoy a cocktail the adjacent garden.

#### **Details:**

- \$800 per hour\*
- Availability:
  - Weekdays 4:00 p.m. 10:00 p.m.
  - Weekends 8:00 a.m. 10:00 p.m.

\*These figures exclude catering costs
\*Rental time must include setup and
breakdown by caterers and any
additional outside vendors

#### **Rental Includes:**

Capacity: 70

- Option of 4' round tables and white folding chairs
- One Tudor Place staff member
- Table and chair setup
- Use of adjacent garden (dependent on weather)

\*Tour confirmation required two weeks in advance of rental date



Built in 1816, Tudor Place has radiated elegance for nearly two centuries. Share in the long-standing tradition of hospitality and host your occasion on the spacious grounds of this historic house.

Choose from any two spaces in Tudor Place's 5 ½ acre historic garden:

- South Lawn
- Bowling Green
- East Lawn



### OUTDOOR OCCASIONS



### **Hourly Fee Schedule**

For groups under 70 people\*

Weekday daytime: \$450/hour (8:00 a.m. - 4:00 p.m., Mon-Fri) Nonprofit/Federal: \$350/hour

Evenings, Weekends, Holidays: \$800/hour (4:00 p.m. -10:00 p.m. evenings & 8:00 a.m. - 10:00 p.m. weekends)
Nonprofit/Federal: \$700/hour

#### **Rental Includes:**

- Two dedicated staff members
- Use of any two garden spaces, plus one catering prep space
- Two docents for a private guided tour of Tudor Place\*

\*Please note that for events of 70 people or more, we require the rental of a tent
\*Tour confirmation required two weeks in advance of rental date

### **Full-Site Rental**

Required for groups over 70 people\*

(9:00 a.m. - 10:00 p.m., Fri-Sat)

- \$10,500
- Capacity: 300 (standing)

### **Rental Includes:**

- Exclusive use of the garden
- Up to 10 hours of rental time, can occur between 9:00 a.m. and 10:00 p.m.
- Must include setup and breakdown time for vendors
- Two docents for a private guided tour of Tudor Place\*

#### **Additional Fees:**

- Additional Docent(s): \$50/docent/hour
- Security Deposit: \$500
- Tent Setup Fee: \$1,000
- Rescheduling Fee: \$200 (based on availability)

<sup>\*</sup>Tour confirmation required two weeks in advance

