



## FREQUENTLY ASKED QUESTIONS

### **What is the rental time for the day of the event?**

The rental time will be based on the package selected. Access to Candlebrook Farm can begin as early as 8 a.m. but all events must conclude no later than 11:00 p.m.

### **What time do we need to start packaging everything up?**

You can be the best judge of this time dependent upon how much help you have. Note that everyone, including all vendors, must be off the venue property by midnight. Bars must close 30 minutes prior to end of event and Music must stop at 11:00pm.

### **Is there a possibility of any additional charges or hidden fees?**

There are never any hidden fees. The only possibility of additional charges above final payment would be last minute enhancements or by breach of contract.

### **How much set up will the venue handle?**

All tables and chairs will be set in place based off the design you created with the sales team. The venue staff is not responsible for setting or taking down items that are not theirs. Additional set up services available upon request.

### **Do you provide table linens?**

We do! You have your choice of white, ivory, navy, red, dark green, and black lap length linen. We also have a large color selection of linen napkins.

### **Can I come visit the site?**

Absolutely. We ask that you make an appointment first due to other events happening through the week or the weekends.

### **Is staff onsite for my event?**

Yes. At Least one staff member will be onsite from the beginning to end of your event. We will also leave a phone number with you in the case you have questions or concerns.

### **Is there plenty of parking?**

Yes as well as handicap parking.

### **Is there air conditioning inside?**

Yes. Our barn is equipped with air conditioning as well as heat to accommodate year around events.

**What is your policy on alcohol?**

You can bring in their own alcohol or have it brought in by a licensed vendor. Alcohol must be served by a licensed bartender or a Candlbrook preferred bartender.

**Do you provide bars?**

Yes. We have 2 that can be placed anywhere you would like.

**How many guests can you hold?**

We can hold 225 guests with a dance floor or 240 without a dance floor

**Do you have a bridal suite & grooms suite?**

The bridal suite can comfortably hold 10 people. We offer floor length mirrors, outlets, seating, hanging hooks and a mini fridge. The restrooms are right off the entrance for easy access. We do not have a groom's suite.

**Do you have an outdoor area?**

Yes. We have a covered patio area with picnic tables for guests to enjoy. There is also an outdoor ceremony area for weddings.

**Do you require renters insurance?**

Yes. All events are required to get day of renters insurance. We can provide you with some company names for more information.

**Do we get to have a rehearsal?**

Rehearsals would have to be worked out with the sales team to see what day of that week is available.

**Are open flamed candles allowed?**

Open flamed candles are allowed as long as they are kept in a glass container and the wick is covered. (Vase or Jar)

**Can we hang items on the wall & ceiling?**

All items must have prior approval from the Candbrook sales team. No nails or anything that will cause permanent damage are allowed.

**Do you have a prep kitchen?**

Yes! We have plenty of counterspace, refrigeration. and a 3-part sink,

**Can we leave cars overnight?**

Yes you can leave cars overnight; however, Candlebrook Farms is not responsible for the security of the cars. Overnight cars must be retrieved by 10am the next morning