

Rose Hill Wedding General Information

Billing

- A non-refundable & non-transferable deposit of \$4,000.00 will be paid at the time of signing a reservation contract.
- Client shall pay Rose Hill 50% of balance owed 90 days prior to event date. The remaining total balance is due 14 days prior to event.

Facility Fee Charge

Facility pricing is based on a 5-hour event schedule not to exceed 12:00 am.

- Ceremony locations available: the Pecan Grove, the Gazebo, Nathan Hall, or the Main House.
- The ceremony location is included in the facility fee.
- Up to 150 White Resein ceremony chairs and 150 Gold Chiaviar Chairs are included in the facility fee.
- Reception locations available: Nathan Hall, or the Main House.
- There will be an additional charge for use of multiple facilities. The Facility Fee expenses are as follows:

March - December

Friday	\$5,000.00
Saturday	\$6,000.00
Sunday	\$5,000.00

January - February

Friday	\$4,000.00
Saturday	\$5,000.00
Sunday	\$4,000.00

Holiday Rates

For all major holiday weekends, there will be a facility fee charge of \$6,000.00 and a beverage minimum of \$3,000.00. These holidays include: Memorial Day, Labor Day,

4th of July, and New Years Eve.

Amenities Included with the Facility Fee

- Banquet tables
- Cake knife, server, and 1 bottle of house Champagne
- Bridal party preparation area
- Complimentary overnight stay for the bride and groom
- Use of grounds for bridal portraits
- 1 hour for Ceremony Rehearsal Time

Beverage Minimum

For all Saturday events there is a \$3,000 minimum beverage expense. This is the minimum amount that you are required to spend on a combination of non alcoholic and alcoholic beverages.

- All beverage items must be supplied and prepared by Rose Hill staff. The customer is not allowed to bring in or remove beverages from the premises.
- Facility fees do not count toward the satisfaction of the beverage minimum. The Food & Beverage minimums are as follows:

Service Charge & Sales Tax

- A service charge of 22% will be added to all beverage sales.
- The applicable NC sales tax will be added to all items.

Bartender Fees

- A minimum of 1 bartender is required per 50 guests. The bartender fee is \$40.00 an hour, per bartender.

Guarantees

- A minimum guaranteed guest count is required 30 days prior to the event.
- The guaranteed number may be increased prior to 7 days before the event, but not lowered within 30 days before the event.

Catering

- Clients are required to use Rose Hill's exclusive caterer, Rocky Top Catering.

Rocky Top Catering

Kevin DeHimer (919) 850-2340 Ext. 102
kevindehimer@rockytopcatering.com