

UPDATED MAY 2021

CORPORATE RECEPTIONS



HEURICH HOUSE MUSEUM
— THE BREWMASTER'S CASTLE —



PRICING

Corporate Receptions



CEREMONY TYPE	LOCATION	EVENT LENGTH	MAX GUEST COUNT	PRICE
Intimate Reception	Castle Garden	4 hours	30	\$3,000
Standard Reception	Castle Garden	30 minutes	60	\$4,500

* all events that utilize the garden, must have a tent on reserve through one of our approved vendors.

* all receptions have a required \$1,000 security deposit, eligible to be returned to the client within 60 days after the event date.

ADD-ONS

Historic Beverage Tasting: \$15/person
Includes two tastings: Senate Beer and Liberty Apple Cider

Additional Time by Half Hour: \$500

INCLUDED

- Up to 60 Chiavari Chairs
- Exclusive access to Museum property
- Museum staff on-site throughout event
- Day-of Event Lead to manage staff and coordinate vendors, load-in, and load-out



RECEPTION REQUIREMENTS

TENT: For all Events that include use of the Museum's garden, or if the Event has an expected guest count of over 60 seated or 100 standing guests, Client will reserve a tent for use during the Event, and such tent will be erected at least 24 hours before the Event if the forecast calls for inclement weather as determined solely by Museum.

PRE-APPROVED VENDORS

If you will be renting any equipment, including a tent, chairs, tables, etc, or plan to have a caterer operating on-site, you **MUST** choose from one of the companies listed below.

- **Equipment/Tent:**
 - Brooke Rental Center (www.brookerentalcenter.com): Jim Brooke (703) 938-4807, jcb@brookerental.com
 - Capital Party Rentals (www.capitalpartyrentals.com): Aisha Malik (703) 661-8290 ext. 2802, amalik@capitalpartyrentals.com
- **Catering:**
 - RSVP Catering (www.RSVPcatering.com): Ashley Mayyou (571) 722-1261, aamayyou@RSVPcatering.com
 - Occasions Caterers (www.occasionscaterers.com): Danielle Redmond (202) 454-7827, dredmond@ocasionscaterers.com
 - Susan Gage Caterers (www.susangage.com): Stacey Benefield (301) 839-6900, sbenefield@susangage.com

The museum can offer you a list of suggested vendors (including florists, musicians, officiants, wedding planners, photographers, etc) or nearby hotels upon request.

CURRENT COVID-19 POLICIES & PROCEDURES

- Upon entry, all guests will have the opportunity to use hand sanitizer.
- All guests must wear masks while on Museum property. The Museum may provide masks upon request for an additional charge.
- Guests must remain 6 ft apart from one another at all times, unless they are with their family unit.
- Museum staff will clean communal areas (i.e. bathrooms) every 30 minutes during the Event using sanitizing cleaners.

THESE POLICIES MAY BE UPDATED AT ANY TIME BEFORE YOUR EVENT. ANY CHANGE THAT AFFECTS YOUR EVENT EXPERIENCE WILL BE COMMUNICATED TO YOU.

ALL EVENT GUESTS MUST ABIDE BY THE MUSEUM'S HEALTH AND SAFETY POLICIES. ANY GUEST WHO REFUSES TO ABIDE BY THESE POLICIES WILL BE REMOVED AND BARRED FROM MUSEUM PROPERTY.