

*1441 Magazine Street
New Orleans, Louisiana 70130
866.261.9687/toll free
504.247.0565
www.terrellhouse.com
lobrien@terrellhouse.com*

**Wedding Ceremony & Reception Facility Fee
50 Guests**

Three (3) hours use of Terrell House - double parlors, den, courtyard, and powder rooms – event must end by 10:00 PM

Set up, break down, and clean up provided by Terrell House staff/caterer to provide set up, break down, and clean up of food

Bar set up, breakdown, clean up, and containers for icing beverages

Bar glassware and napkins

Skirted tables and chairs for approximately 50 guests

One hour rehearsal day before the ceremony

Wedding coordination with other vendors

***Facility Fee
3 Hours***

\$3550.00
(please add 10% tax)

***Facility Fee
4 Hours***

\$4250.00
(Please add 10% tax)

If the event exceeds the agreed upon time of 3 hours, a charge of \$650 per 30 minutes will be added to the fee and due at the close of the event

Items not included in Facility Fee

Food/in-house catering/may use off-site caterer for an additional fee of \$695.00/off site caterers must be approved

Officiant/can recommend

Photographer/can recommend

Cake/can recommend

Music/can recommend /no DJ's

Bridal Party Flowers/we can provide for an additional cost

Floral arrangements on guest tables and fountain/we can provide for an additional cost

Patio Heaters/\$75/heater

A tent is optional as a rain back up for weddings with 50 or less guests. The nonrefundable tent deposit is \$500.00. The cost of the tent, should you need it due to inclement weather, is \$2000.00 plus 9% tax. The deposit is applied to the cost of the tent.

If no tent is used and the event must be moved inside due to inclement weather, there is a \$350.00 furniture "rearrangement" fee.

A non-refundable deposit, payable by check or credit card, equal to one-half (1/2) of the total facility fee, is due at booking. Balance is due 60 days prior to the event. If the Terrell House becomes unavailable due to a natural disaster, all deposits are refunded. If the event is cancelled by the booking party, no deposits are refunded.

Balance is due in full unless Terrell House can be rebooked for another event.

Any damage to the Terrell House and or its furnishings during the event is the sole responsibility of the booking party. Service of red wine is not permitted.

Wedding Ceremony and Reception Facility Fee 75 guests

Three (3) hours or four (4) hours use of Terrell House double parlors, den, courtyard and powder rooms

Set-up, break-down, and clean-up provided by Terrell House Staff/catering set-up, break-down, and clean-up to be provided by caterer

Bar set-up, break-down, clean-up, and containers for beverages

Skirted Bar Table, Glassware, & Napkins

Chairs and Skirted Tables for Guests

Coordination with other vendors

One (1) hour rehearsal for wedding ceremony the day before the wedding

Facility Fee/3 hours

4250.00

Please add 10% tax

If the event exceeds agreed upon time of three (3) hours, a charge equal to \$650.00 per thirty (30) minutes will be added and payable at the close of the event.

Facility Fee/4 hours

\$4750.00

please add 10% tax

Items Not Included in Facility Fee

Food/in house catering available/add \$695.00 for off-site catering

Wedding Cake/I can recommend

Photographer/ I can recommend

Music/ I can recommend/ DJ's not allowed

Bridal flowers/I can furnish for an additional fee

Floral arrangements on guest tables, etc./I can furnish for an additional fee

Officiant/I can recommend

Patio heaters/\$75.00/heater/ includes butane

Inclement Weather Plan

A tent is required as a rain back up for weddings with more than 50 guests. There is a \$500.00 non refundable tent deposit. The total price of the tent is \$2000.00 plus 9% tax, should you need to use one for inclement weather.

If you choose not to rent a tent for weddings with 50 or less guests, a fee of \$350.00 is required for furniture rearrangement necessary to hold the event inside the Terrell House.

A non refundable deposit, equal to one-half (1/2) of the total facility fee, is due at booking. Balance is due 60 days prior to the event. If the Terrell House becomes unavailable due to a natural disaster, all deposits are refunded. If the event is cancelled by the booking party, no deposits are refunded and balance is due if the Terrell House cannot be rebooked for another event.

Any damage to the Terrell House and or its furnishings during the event is the sole responsibility of the booking party. Service of red wine is not allowed.

Ceremony & Reception Facility Fee for up to 100 guests

Four (4) hours use of Terrell House double parlors, den, courtyard and powder rooms. Music must end by 10:00. Event must end by 10:30.

Set-up, break-down, and clean-up provided by Terrell House Staff /does not include food set-up, break-down, clean-up, and wait staff, which is handled by caterer

Bar set-up, break-down, clean-up, containers for icing beverages, skirted bar table, bar glassware, and napkins

Chairs and Skirted Tables for approximately 75 Guests

Wedding coordination with other vendors

One (1) hour rehearsal the day before the wedding

Wedding Ceremony and Reception Fee/4 hours

\$5850.00
(please add 10% tax)

Overtime

If the event exceeds agreed upon time, a charge equal to \$675.00 per thirty (30) minutes, will be added and payable at the close of the event.

Items Not Included in Facility Fee

Catering / in-house catering available/\$695.00 fee for off-site caterers

Wedding Cake/Terrell House can recommend

Officiant/Terrell House can recommend

Photographer/Terrell House can recommend

Music/Terrell House can recommend musicians /DJ's not allowed

Bridal flowers/Terrell House can furnish for an additional fee

Floral arrangements on guest tables and in fountain/Terrell House can furnish for an additional fee

China, flatware, & napkins included with in house catering/not included in off site catering

A tent is required as a rain back up for weddings with 50 or more guests. The nonrefundable tent deposit is \$500.00. The cost of the tent, should you need it due to inclement weather, is \$2000.00 plus 9% tax.

Heaters are available for \$75.00/heater including propane.

A non refundable deposit, payable by check or credit card, equal to 1/2 of the total facility fee is due at booking. The balance is due 60 days prior to the event. If the Terrell House becomes unavailable due to a natural disaster, all deposits are refunded. If the event is cancelled by the booking party, no deposits are refunded and the balance is due if the Terrell House cannot be rebooked for another event.

Any damage to the Terrell House and or its furnishings during the event is the sole responsibility of the booking party. Service of red wine is not allowed.

Ceremony & Reception Facility Fee 120 Guests

Three (3) or Four (4) hours use of Terrell House double parlors, den, courtyard and powder room/event music must end by 10:00 PM/event must end by 10:30 PM

Set-up, break-down, and clean-up/does not include food set-up, break-down, and cleanup which is responsibility of caterer

Terrell House Staff and 2 Bartenders

Bar set-up, break-down, clean-up, and containers for icing beverages

Skirted Bar Table, glassware and napkins

Skirted tables and chairs for approximately 75 guests

Coordination with other vendors

**Reception Fee/3 Hours
\$5475.00
(Please add 10% tax)**

**Wedding Ceremony and Reception Fee/4 Hours
\$5975.00
(Please add 10% tax)**

Includes 1 hour rehearsal day before the wedding

If the event exceeds agreed upon time of three (3) hours, a charge equal to \$650.00 per thirty (30) minutes will be added and payable at the close of the event.

Items Not Included in Facility Fee

Food/in-house catering available/food set-up, break-down, and clean-up responsibility of caterer/\$895 fee added for off-site catering

Wedding Cake/I can recommend

Photographer/I can recommend

Music/ I can recommend /DJ's not allowed

Bridal flowers/I can furnish for an additional fee

Floral arrangements on guest tables and in fountain/I can furnish for an additional fee

Officiant/I can recommend

Inclement Weather Plan

A tent is required as a rain/cold weather back up for weddings with more than 50 guests. The nonrefundable tent deposit is \$500.00. The total cost of the tent, should you need it due to inclement weather, is \$2000.00 (\$500.00 deposit plus \$1500.00 plus 9% tax). If sidewalls are wanted or are necessary, please add an additional \$500.00 plus 9% tax.

Heaters are available for \$75.00/heater including propane.

A non-refundable deposit, payable by check or credit card, equal to one-half (1/2) of the total facility fee is due at booking. Balance is due 60 days prior to the event. If the Terrell House becomes unavailable due to a natural disaster, all deposits are refunded. If the event is cancelled by the booking party, no deposits are refunded and balance is due if the Terrell House cannot be rebooked for another event.

Any damage to the Terrell House and or its furnishings during the event is the sole responsibility of the booking party. Service of red wine is not allowed.