



The Emerald Package

PRICING

Package reservations consist of an exclusive eight (8) hour time frame of the half-acre Emerald Room of the Irish Garden site as well as the setup and remove of tables, chairs, and garden furniture.

Saturday Event	\$6,000.00
Friday or Sunday Event	\$5,550.00

TIME ALLOTTED

All Events are scheduled for an eight (8) hour time frame within a 11:00am-11:00pm time frame. Additional hours may be purchased at a rate of \$200.00 per hour; however, no time frame may end past 11:00pm and you shall not exceed a total of 10 hours.

Example Timeline

3:00pm-11:00pm timeframe *most popular and latest timeframe offered.*

3:00pm - Venue is opened for vendors to arrive and begin decorating.

5:00pm - Ceremony

5:30pm - 6:30pm - Cocktail Hour

6:30pm - Guests are invited to tent for reception and introductions

10:00pm - Last call and last song

11:00pm - Venue is cleaned, all decor and wedding related items are removed, and all vehicles have exited the park.

CATERING

Catering & bartending are chosen exclusively from the "Collection of Vendors." Catering, rentals, and bartending fees range starting from \$65.00-\$200.00 +per person. Pricing depends on which caterer you choose, and the menu, bar, and tables settings chosen.

PAYMENT SCHEDULE

A non-refundable deposit of \$550.00 is due within two (2) weeks after committing to your event date to secure your date. The balance is broken down into two installments: half due in January of the wedding year and the final half due thirty (30) days prior to your event date, along with a refundable damage deposit of \$500.00. The \$500.00 damage deposit is in the form of a personal check which is returned upon satisfactory condition of the facility within two weeks following the event.

FAQ's of the Emerald Room of the Irish Garden

Q: How many weddings do you host on site per day?

A: We host one wedding on your site per day.

Q: What is your site fee?

A: \$5,550.00 for Fridays and Sundays and \$6,000.00 for Saturdays.

Q: What does the site fee include?

A: Exclusive eight-hour use of the half-acre site, furniture, a Ranger and the venue manager to assist in making your day stress-free and run smoothly and take care of the site. *Please note that our staff do not carry the responsibilities of a wedding planner.*

Q: What time of year does the Park host weddings?

A: Late April through October.

Q: When are tours done?

A: All year round -please contact Diana at 860-528-0856 to schedule your tour.

Q: Do we have a minimum guest count requirement?

A: There is no minimum requirement for us. However, they may be with your caterer. Please check with your caterer to see if they have minimum requirements.

Q: What is the Emerald Room of the Irish Garden maximum capacity?

A: 98 guests including the couple getting married. Vendors do not count as they do not sit at guest tables.

Q: Are pets allowed?

A: Absolutely!! We **love** all members of your family, even the four-legged ones as long as they're on a leash. We do encourage an exit plan for their comfort and your peace of mind.

Q: Who caters and keeps the bar at the wedding?

A: You choose exclusively from the list of Preferred caterers and bartending vendors.

Q: What is the cost per head for catering, rental equipment and bar?

A: Range starts at \$65.00 to \$200.00+. Every wedding is unique. Please speak with our caterers for their pricing and what you would like served at your wedding.

Q: What can be decorated?

A: The site is spectacularly “decorated” by Mother Nature, (with our fantastic crew’s maintenance and horticulturists’ guidance) but if you wish to put your personal touch in to enhance it, please do!

The site provides interior lighting and exterior landscape lighting. No extra lighting is needed, but, if you wish to add to the exterior lighting, (a chandelier hung in the Emerald gazebo has looked fantastic); be our guest. The Park has restrictions on flames and if used must be enclosed, (e.g. votive, Hurricane lamp). You will need up to a 10’ ladder.

Flower petals are not allowed- they are super time-consuming for our amazing ground crew to remove. However, we do encourage bird seeds, bubbles, stemmed flowers.

If they are used, you may be charged for the additional clean up fee.

Q: Is there a suite on site?

A: The Emerald has a private suite with couch, chair, grand mirrors, vanity, and lavatory. For guests - Local hotels work with our couples, providing discounts (all within fifteen (15) minutes of the park), shuttles are recommended & school buses become the party bus!. See our vendor list for accommodations.

Q: Are sparklers, dry ice, fog and/or smoke machines allowed?

A: Unfortunately, not, we must discourage fire hazards at the park and cannot chance any possible damage from smoke machines.

Q: Is there someone on site throughout my wedding?

A: YES! Our venue manager is on site before your arrival preparing the site then staying throughout your reservation overseeing the grounds while assisting in making your day stress-free. At the end of your reservation, the caterers and bar vendors clear and clean up after themselves and once everyone leaves, our venue manager cleans the site and brings in all outdoor furniture. Our venue managers are not responsible for wedding planning. You are responsible for setting up and taking down decorations within your time frame. You will also be assigned a Ranger.

Q: Is the structure air-conditioned and heated?

A: The Emerald Room is air-conditioned and heated.

Q: What is the plan for inclement weather?

A: We all want your ceremony outside, but if at ceremony time you need cover-there are two choices:

- You may choose to rent our 20’ x 30’ tent which will be placed in the nearest garden, The Oriental Garden, **(if the tent is available;** A decision and added fee made by the Wednesday before 12pm noon the week before the wedding).Or your group is moved inside the Emerald

Room and your ceremony is in front of your sweetheart table under the gorgeous Emerald hanging trellis facing the garden.

Q: Is our Wedding Rehearsal Included in the reservation fee?

A: Yes, it is! We generally schedule rehearsals 30 days prior to your wedding. Your Bridal Party vehicle entry fee is included. While Wickham Park does not participate during your rehearsal, we are more than happy to arrange the date and time for you.

Q: Does Wickham Park provide Private Events Signs and signs leading to the Emerald Room?

A: Yes, our Rangers will place Private Event Signs around the perimeter of the Emerald Room and parking lot.