



# FAQ's

- 1. How many people does The Yellow Barn hold?** Approximately 80-100 guests indoor. Additional space is available outdoor.
- 2. Can I tour the Barn?** Yes. Tours are by appointment only. Please email or call to schedule an appointment.
- 3. Is it possible to rent prior to 8:00 in the morning?** No. Rental times start at 10:00 a.m. unless pre-approved by the Site.
- 4. Is it possible to rent hours after Midnight on Friday or Saturday or after 10 p.m. on Sunday through Thursday?** No. Renters, guest, and all vendor items must be out of the facility by 11:30 p.m. on Fridays and Saturdays, or 10:00 p.m. on Sundays through Thursdays.
- 5. May we bring in any items prior to our rental time?** No. All items must be brought in during the rental time unless pre-approved by Site Manager. This includes items from outside vendors (i.e. photo booths, cake, flowers, DJ equipment, etc.)
- 6. May we leave any items at the end of our event?** No. All items must be removed at the end of your event unless pre-approved by Site Manager. This includes, but is not limited to the following: dance floors, rented tables and chairs, tents, etc. The Yellow Barn reserves the right to dispose of anything left in the facility.
- 7. May we have the ceremony as well as the reception at The Yellow Barn?** Yes. There is no extra fee for this service; however, the renter is responsible for setup, takedown, and room change-over after an outdoor ceremony. Staff will assist in changing the indoor space.
- 8. May we get married outside, on the grounds of The Yellow Barn?** Yes. Weddings are permitted on the grounds of the Barn. Site-owned chairs may not be moved outside; renter is responsible for the setup and take-down of an outdoor ceremony.
- 9. How much refrigerator/freezer space is available?** There is one regular sized refrigerator with a standard freezer that can hold approximately 2 bags of ice, and an additional freezer is located on site. One kegerator is also available.
- 10. Is there any ice machine available?** No. Renter must provide their own ice.
- 11. Are coffee urns available?** Yes. Urns are available. Renter must provide all supplies to make and serve coffee, such as, but not limited to the following: coffee, filters, cups, sugar, creamer, sweetener, stirs, etc. It is recommended that you bring coffee in pre-measured packets.
- 12. Is smoking allowed on the premises?** Smoking, including in the form of e-cigarettes, is not allowed inside the building. You must be at least 50 feet from any entrance to smoke outside. Smoker outposts are located outside where smoking is permitted.



# FAQ's

- 13. Will anyone from The Yellow Barn be on the premises during our rental time?** Yes. A concierge will be on duty during your entire rental time which is already included in the rental fee. The concierge will greet vendors, remove trash, assist with equipment, and manage facility needs.
- 14. What is our responsibility for clean up at the end of an event?** You are responsible for taking down and disposing of any decorations and removing all rented items, such as but not limited to: linens, centerpieces, dance floors, rented tables or chairs. The kitchen must be left in the same condition it was found. Leftover food and beverages must be removed from the facility or thrown in the trash.
- 15. Are tables and chairs provided?** Yes. The Yellow Barn will provide tables and chairs. There are 100 metal chairs, 6 large round spool tables that sit 10-12 each, and 6 plastic 6-foot foldable tables. The renter is responsible for renting different tables and chairs, if requested.
- 16. Do you provide linens?** No. Linens must be rented or purchased by the renter from an outside vendor. No table skirts with adhesives are allowed. Table skirts with clips may be used.
- 17. Do we need security for our event?** Yes. A Security Officer must be on duty at The Yellow Barn for any event that serves alcohol. The Yellow Barn reserves the right to require security at certain events. The fee for a Security Officer is \$40, but subject to change on an annual basis. Payment for a Security Officer is made directly to the officer on the day of your event in the form of cash or check. No alcohol may be consumed by anyone prior to the Security Officer's arrival.
- 18. Does the person who reserves the facility need to be present during the event?** Yes. The person who has reserved the facility and signed the contract is the contact person, and the one responsible for the facility during the rented time.
- 19. Can we have a slideshow during our event?** Yes, we have a TV on site for this.
- 20. Do we have to hire a bartender or third party to serve our alcohol?** Renters are allowed to bring in and serve their own alcohol, unless liquor is being served. Bartenders are required when liquor is present. The Facility Alcohol Permit and Security Officer are the only requirements to serving alcohol. Alcohol may not be sold during your event. Alcohol may only be served and consumed during the designated times on the permit.
- 21. Are candles allowed?** Yes. Candles must be in containers, such as glass jars or lanterns, and the flame must be at least one inch lower than enclosure top. No open-flamed devices such as fire pits, sparklers, candleabras, flambé, send-off paper lanterns, etc. are allowed. No open flames allowed per Site Manager.



# FAQ's

**22. Can we throw birdseed?** Yes. Birdseed is allowed outside the facility only, as well as bubbles and lavender seeds. Confetti, rice, silly string, glitter, etc. are prohibited both inside and outside the facility. Fake flower petals are prohibited on the outdoor grounds.

**23. Can we hang items from the walls or ceiling?** Decorations such as balloons and bistro/holiday lights may be tied to stairs and columns with zip ties, Command hooks, painters tape, pipe cleaners, or twine/rope. Nails, staples, screws, cellophane or any other adhesive material may not be used.

**24. Can we rent during holidays?** No. The Barn is closed the following holidays:

New Year's Eve	Fourth of July	Christmas Eve
New Year's Day	Labor Day	Christmas Day
Memorial Day	Thanksgiving Weekend	