2024 Event Rental Rates

Weddings
Standard Wedding Package:
$6,000.00 for a 10 hour block
$500.00/hour for additional hour (no maximum)
Maximum 150 guests
Music/Bar conclude 9:30pm, out by 11:00pm

Ceremony only:
$1,800.00 for 4 hour block
$400.00/hour for additional hour (maximum 2 additional hours)
Maximum 150 guests
Music/Bar conclude 9:30pm, out by 11:00pm

Reception only:
$3,600 for 6 hour block
$400/hour for additional hour
Maximum 150 guests
Music/Bar conclude 9:30pm, out by 11:00pm

Wedding rental includes House, Veranda & Garden:

- Two dressing rooms
- 125 white padded wooden chairs
- 25 ea. 48” round tables (seats 100-150)
- 15 ea. 6’ rectangular tables (seats 90-120)
- Security guard
- Staff (setup and remove CSHPA tables & chairs not rentals)
- Parking for 18 vehicles
- 2 hr. wedding rehearsal/drop-off on day before wedding (only for Standard and Reception package)

Camron-Stanford House
1418 Lakeside Drive  Oakland, CA 94612
510-874-7802  www.cshouse.org  office@cshouse.org
Private Events

Small Event Package:
$1,500.00 for 4 hour block
$300.00/hour for additional hour (maximum 2 additional hours)
Maximum 40 guests
Music/Bar conclude 9:30pm, out by 11:00pm

Large Event Package:
$3,300 for a 6 hour block
$300/hour for additional hours (no maximum)
Maximum 150 guests
Music/Bar conclude 9:30pm, out by 11:00pm
Includes security guard

Non-Profit Event Package:
$1,200 for a 6 hour block
$250/hour for additional hours (no maximum)
Includes Security Guard
Maximum 150 guests
Music/Bar conclude 9:30pm, out by 11:00pm

Event rental includes House, Veranda & Garden:

- 125 white padded wooden chairs
- 25 ea. 48” round tables (seats 100-125)
- 15 ea. 6’ rectangular tables (seats 90-125)
- 4 white Adirondack chairs
- 1 gold easel
- Staff (setup and remove CSHPA tables & chairs not rentals)
- Parking for 18 vehicles

Camron-Stanford House
1418 Lakeside Drive Oakland, CA 94612
510-874-7802  www.cshouse.org  office@cshouse.org
**Contract & Payment details**

**To hold a date: $1000**

Non-refundable Booking Deposit will hold a date for 30 days. Contract must be signed within 30 days or deposit is forfeited. Booking deposit is applied to contract total.

**50% Due at Signing**

A signed contract is required to formally book a wedding date. 50% of total is due at the time the contract is signed. If a booking deposit was paid, the booking deposit is applied to the 50% payment.

**50% Due 60 Days Prior**

Remaining balance is due 60 days prior to the event date

All clients must provide $1M proof of liability insurance naming CSHPA as “additional insured” on the date of the event.
Use Restrictions for Rental Events

1. User signing the Rental Agreement must be at least 21 years of age and responsible for the financial obligations of the contract.

2. User must provide Event (damage and liability) insurance coverage for the day of the event.

3. Camron-Stanford House must be listed as additionally insured on all certificates of insurance.

4. The Rental Agreement with User shall set forth the hours of use for the event. The event is considered to begin at the time listed on the contract, or when any wedding personnel are admitted into the building, whichever is earlier, and ends at the hour stipulated in the contract or when the last guest departs and the premises are clean, whichever is later. All set up, event and clean up must take place during the contract hours.

   **The default contract time is 1:00pm - 11:00pm.**

5. The capacity of the Camron-Stanford House shall be determined by the Oakland Fire Marshall.

6. The Rental Agreement with User shall include
   i. Hallways, dining room, restroom, and kitchen on the main level
   ii. Exhibit Galleries A and B and restroom on ground floor
   iii. Veranda and Victorian Garden

User’s guests, agents, and employees are restricted to the areas of the House specified in the contract. Access to the private offices on the top floor of the House is prohibited.

User is **required** to rent additional restroom facilities for events with 150 or more guests and it is highly **recommended** that additional restroom facilities be rented for events with over 125 persons, to accommodate that additional demand.
7. Caterer must sign a Caterer’s Acknowledgement Form no later than 30 days prior to the event. It shall be User’s obligation to instruct the caterer to provide all necessary personnel, food, drinks, tableware, and other supplies as needed for the event except as provided by the User.

8. All caterers must provide proof of an applicable catering license issued by the Alameda County of Environmental Health. Mobile caterers, including food trucks, must additionally provide proof of Mobile Food Vending Permit obtained through the City of Oakland.

9. No decorations may be hung or applied to the walls, fixtures, or furnishings inside the House. Tape, cellophane adhesives, nails, screws, staples, tacks, and the like are prohibited inside and outside of the House. String, twist ties or ribbons may be used to attach decorations to the outside of the House. All decorations must be removed at the conclusion of the event.

10. Building exits may not be covered or obstructed in any way. Electrical cords must not cause tripping or fire hazards. For proper installation, consult the Event Coordinator.

11. No water-filled vases are allowed inside the House. As an alternative, it is suggested that flowers be placed in a well-saturated oasis. Non-porous materials must be placed under all plants and vases, and all surfaces must be protected from marks and scratches. The User is liable for water damage stemming from improper use of flower or plant decorations.

12. No open flames of any kind are permitted inside the Camron-Stanford House or on the veranda, including candles, chafing dishes, etc. Chafing dishes and the like are allowed in the garden, at least 50 feet away from the structure of the house. Candles may be used on lawn only when enclosed within glass containers, and set on stable surfaces. The Event Coordinator has authority to extinguish and/or remove any candles that they deem necessary.

13. Smoking and/or vaping of any kind is not permitted at any time, anywhere in or around the premises or the garden areas. This regulation is strictly enforced. User
is responsible for notifying all guests and vendors of this regulation in advance. Evidence of smoking anywhere on the premises or in the garden areas will be cause for cleaning and damage charges. The Event Coordinator may require violators of the no-smoking policy to leave the event.

14. Wedding vendors are expected to serve in a professional capacity at all times. Bartenders and caterers should not be permitted to drink alcoholic beverages while fulfilling their contracted responsibilities.

15. Sound equipment and amplifiers are allowed only on the veranda or in the rear garden and must be in compliance with the City of Oakland's noise ordinances.

16. Portable dance floors are permitted only on the decomposed granite in the garden. Dancing is not permitted inside the House or on the veranda. A portable dance floor will not be provided by Camron-Stanford House. The maximum allowable size dance floor is 21ft x 18ft. Dance floor may not be installed on any part of the lawn area.

17. CSHPA shall provide 18 parking spaces for events and User shall provide a list of authorized persons who may use the spaces during the event.

18. To preserve the lawn, garden and restored hardwood floors, guests are encouraged to wear low heeled shoes.

19. Rice and confetti are strictly prohibited inside and outside the House. Flower petals are allowed. All such material must be removed at the conclusion of the event.

20. Camron-Stanford House can provide up to 125 padded white chairs, 20 48-inch round tables, and 15 6-foot rectangular tables. User is responsible for procuring any additional chairs, tables, or furniture needed for the event.

For events with over 125 guests, require additional furniture. Camron-Stanford House staff will return tables and chairs belonging to Camron-Stanford House to their storage locations at the end of the event. CSH staff is not responsible for setting up, cleaning, or storing any rented furniture.
Camron-Stanford House chairs are not suitable for anything other than sitting. Should User wish to use chairs for any other reason, specific chairs must be provided by the User.

21. Camron-Stanford House will set-up for the ceremony, based on the floor plan provided by the User, at the time the rental period begins. Camron-Stanford House staff will assist with transitioning furniture between ceremony and reception, but User is responsible for designating a responsible party, such as a wedding coordinator or catering team, for this effort.

22. Music must end and bar/alcohol service must close by 9:30 pm. Clean up and removal of all rentals and belongings should be completed, and all guests/vendors vacated from premises no later than 11:00 p.m.

23. If alcohol is being served, it must be served from a controlled bar with a bartender who is not an event guest. No “self-serve” bars allowed. Non-alcoholic drink stations are permissible.

24. At the conclusion of the event, the User and the Caterer will leave the House in the condition in which it was provided. User is responsible for coordinating the clean up effort. Camron-Stanford House will provide trash, recycle, and compost bins and bags for use during the event. All trash will be picked up and removed to the appropriate dumpsters on the north side of the building as needed. All table coverings, decorations, leftover food, equipment, extra furnishings, and kitchenware provided by Users, Caterers, or rented from outside sources are to be removed. Any spills will be cleaned up, and all kitchen surfaces will be cleaned.

25. Failure to clean the house as stated above and/or any damage or breakage incurred will result in cleaning charges billed to User, and the User will be responsible for all repair and/or restoration costs and loss of value.

26. Any items or goods left after the event become property of the Camron-Stanford House if no arrangements have been made for their disposal or retrieval within seven days of the event date. All personal property and any rentals must be removed from the CSH at the conclusion of your event.