



Irvine 2017 special events price list

Explore • Respect • Protect Nature

Spaces at Irvine are affordable and available year round. They are offered both inside and outside. Rental fees are not tax-deductible but do support our environmental education initiatives. We look forward to working with you!

WEDDINGS at IRVINE

Congratulations on your impending marriage. Renting space at Irvine is easy and can include the entire center. Weekend weddings are available during the evening only, and may not begin until Irvine officially closes to the public at 5 p.m.

APRIL THROUGH OCTOBER \$4,100

Price includes a campfire and use of the 30' x 75' tented patio as well as use of our tables and 200 chairs.

The rental is for 9 hours total (2 hours set up, 1 hour ceremony, 5 hour reception, 1 hour cleanup). Fee includes a 1-year membership for the couple.

Additional fees include:

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| REFUNDABLE SECURITY DEPOSIT | \$500 |
| REHEARSAL (1 HOUR) | \$50 |
| EXTENDED TIME (1 HOUR) | \$275 |

CEREMONY ONLY

Multiple spaces at Irvine make great ceremony spots. Our gazebo and meadow are picturesque!

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| 1-HOUR ELOPEMENT | \$250 |
| FULL CEREMONY (3 HOURS) | \$700 |

MITZVAHS at IRVINE

We're a terrific spot for your celebration. Renting Irvine for a bar or bat mitzvah is for 8 hours (2 hour set up, 5 hour event, 1 hour clean up) and includes indoor spaces, the deck and the tent (April through October). Mitzvahs are required to hire their own security staffer.

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| MITZVAH RATE | \$3,600 |
| ADD CEREMONY | \$450 |
| REFUNDABLE SECURITY DEPOSIT | \$500* |
| EXTENDED TIME (1 HOUR) | \$275 |

FERN ROOMS ONLY

Perfect for group meetings, speaker series, corporate sessions, workshops or classes. The neutral-colored Fern Rooms include A/V equipment (with projector) and lecture-style seating for up to 110 guests.

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| REGULAR | \$100/HOUR |
| NONPROFIT/GARDEN CLUB | \$50/HOUR |

TENT SPACE ONLY

Perfect for corporate parties, family reunions or picnics, Irvine's all-weather tent can comfortably hold 140 seated guests for dinner. Hold your program in the fresh air under the tent, then discover nature together.

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| REGULAR | \$200/HOUR |
| NONPROFIT | \$125/HOUR |

INDOOR SPACES

Planning a cocktail party or another social event? Try our Exhibit Hall and Fern Rooms, suitable for parties of 50 to 200.

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| REGULAR | \$200/HOUR |
| NONPROFIT | \$125/HOUR |
| WITH TENT--REGULAR | \$350/HOUR |
| WITH TENT--NONPROFIT | \$225/HOUR |

PROGRAM ADDITIONS

One of the greatest parts of holding an event at Irvine is the access to our talented naturalist staff. You can add a fun and educational component to any event – call us for details on session topics that can be tailored for any age group or group size.

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| PROGRAM WITH ANIMALS | \$175 |
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expecting a real crowd?
need more chairs?
planning for heaters?

With help, Irvine can easily expand the tent to accommodate any size group. It can also be prepped for chilly weather.

All changes should be run past Irvine's first, then organized through:

Brian Loane at Loane Bros.
410-823-6050



Irvine INFORMATION ABOUT WEDDINGS

Explore • Respect • Protect Nature

Please review all of the following information when booking your wedding date at Irvine. We look forward to sharing your special day with you!

WEDDING RECEPTIONS

The tented patio is available from April 1 – October 31 only. The tent has all-weather sides to ensure your comfort – it is appropriate even during rainy weather.

Events may occur between 5 p.m. and 12 a.m. (Weddings cannot occur when Irvine is open to the general public.)

INCLUDED FACILITIES

Irvine's Gazebo, Wedding Point, Outdoor Amphitheater, Exhibit Hall, Fern Rooms, Classrooms, deck, kitchenette, rest rooms, meadows and walking trails are included in the wedding reception rental. The Discovery Room (used for bridal prep) may be used starting at 3 p.m. The Downstairs Classroom may be used starting as 3:30 p.m.

PARKING

Unless specified by Irvine, all guests must park in the parking lot directly in front of the main building. There are more than 100 parking spots available.

REHEARSALS

A 1-hour ceremony rehearsal is suggested the evening before your wedding. This costs \$50 and must be planned with Irvine.

RESTRICTIONS

For the safety of the grounds and animals at Irvine, the following items are not permitted:

- Tiki torches, gas lit lanterns, unattended camp fires
- Open flames (enclosed candlelight, like tea lights in mason jars, is allowed)
- Fireworks
- Balloons
- Plastic or Styrofoam disposables
- Birdseed/rice throwing near the tent or parking lot
- Spotlight lighting outside of the tent
- Domestic animals in ceremony (i.e. no dogs)

RAIN/SNOW CONTINGENCY PLAN

In the event of inclement weather, we suggest the following places for your ceremony:

The **Exhibit Gallery** features a dramatic floor-to-ceiling window overlooking the woods. As many as 150 standing guests will fit in this spot. No exhibits can be moved or unplugged for any reason.

Our **Fern Rooms** can accommodate 110 seated guests for a more traditional ceremony set up.

The **Tent** can be used during bad weather, with the couple standing on the dance area and guests seated at their reception tables.

SET-UP AND CLEAN-UP

A 2-hour set-up and a 1-hour clean-up is included in each wedding rental. Please make sure your deliveries fall within this time frame. Most wedding set-ups begin at 3 p.m. (with ceremonies starting at 5 p.m.). Caterers may arrive no earlier than 1 p.m. for their setup, but 3 p.m. is preferred.

Decoration of the tent or any additional set-up should only occur during the designated set-up time. With special permission, and no conflicting events, couples can decorate the Tent ceiling the day before, 12-5 p.m.

Irvine will set up and break down the chairs at the ceremony site. Your caterer is responsible for setting up all tables, chairs, etc. the reception and cocktail hour.

CATERING

Weddings must select provider from our Catering List. All caterers on the list are familiar with Irvine's catering guidelines and can ensure that environmentally sound practices are implemented during your event.

Irvine has 200 chairs and 20 large round, 16 hightop cocktail, 11 6-foot rectangular and 11 8-foot rectangular tables that you may use. You are responsible for providing linens, silverware, dishes, glassware, etc. You're welcome to use our picnic tables and benches, but you are responsible for putting everything back at the end of the evening.

RESERVATIONS & payment

Your date may be held only with a **non-refundable** \$1,000 down payment. Though Irvine does its best to accommodate hold requests, only a completed contract and full down payment can secure your date.

The entire balance of the rental, plus a \$500 refundable security deposit, is due two months prior to your event.

Sorry, no refunds will be given for cancellations prior to any event, except for the \$500 security deposit.

OVERNIGHT storage

There is very little storage onsite at Irvine, but with special permission, couples can store a few things overnight. Otherwise, please be prepared to bring everything you'll need the day of (not the day before). This includes, but it not limited to: flower arrangements, alcohol, decorations, favors and/or signage.

MUSIC

DJ setups are typically fine. We recommend having them set up close to the electric sled (a small yellow box that provides electricity to the tent). The sled is most easily accessible on the hill (not parking lot) side.

Bands are allowed, but music must stop at 11 p.m., no exceptions.

LIGHTING & electricity

There is one string of rope lights going around the inside of the tent, as well as can lights that provide additional accent lighting. Most couples find this to be sufficient lighting for their events. You may hang additional lighting, but cannot use Irvine's ladder for liability reasons.

There is no electricity available at the Gazebo or Wedding Point. A sound person would need to bring battery-powered systems to get a microphone/speakers to work there. A generator would work at Wedding Point, but is not recommended for the Gazebo (too loud).

Power is easily accessible for ceremonies in the Outdoor Amphitheater. Please bring an extension cord that is at least 50 feet long.

REFRIGERATION

There is no refrigeration available for parties or caterers. Please make sure your caterer is aware of this important note.

GOLF cart usage

The golf cart is only for use for transporting the bride(s) and special needs guests to the ceremony location. It cannot, and should not, be used to bring decorations or chairs to the ceremony site, or to bring late-arriving guests to the ceremony.

HEATING & COOLING

Irvine does not have heaters or fans for the tent. Should you need these items, please contact an outside vendor. Do not forget to let Irvine know if there will be a delivery the day before your wedding. **Deliveries can be made between 12 and 5 p.m. only.**

after YOUR WEDDING

All rental stuff and decorations must be picked up on Monday morning at the latest.

Sunday a.m. pick up is preferred.



Irvine catering LIST

Explore • Respect • Protect Nature

Our closed list of caterers can help you plan an amazing green wedding. We are proud to recommend these local vendors because they take our commitment to sustainable living seriously.

absOLutely perfect catering

Sarah Lynch (Event Designer)
7391 Washington Boulevard • Suite 103
Elkridge, MD 21075
410-579-8777 • www.absolutelyperfectcatering.com

the CLASSIC catering people

99 Painters Mill Road
Owings Mills, MD 21117
410-356-1666 • www.classiccatering.com

eat & smile catering

2212 Rhode Island Ave NE
Washington, DC 20018
202-733-3106 • www.eatandsmilecatering.com

eLeven COURSES catering

11 Easter Court F
Owings Mills, MD 21117
410-459-6773 • www.elevencourses.com

LAURRAPIN catering

Janice Rogers (Catering)
209 N. Washington Street
Havre de Grace, MD 21078
410-939-4956 • www.laurrapin.com/catering

ROUGE fine catering

Celeste Gallo Bendetti (Director of Catering)
11110 Pepper Rd.
Hunt Valley, MD 21031
410-527-0007 • www.rougecatering.com

SANTONI'S catering

Cherie Hughes (Catering)
4854 Butler Road
Glyndon, MD 21071
410-833-6634 • www.santonis.com

zeffert & GOLD

6601 Whitestone Road
Baltimore, MD 21207
410-944-4481 • www.zeffertandgold.com

All weddings, mitzvahs and events of more than 75 guests must use a caterer from this list. For a kosher caterer, there is a \$350 surcharge.