

HARPER
FOWLKES
HOUSE

Wedding & Event Information

Thank you for considering Harper Fowlkes House for your special day. This packet contains general information about our event options. Please use the contact information below if you have questions that are not covered in this packet.



For inquiries, please contact:

Betty Sayler Youles, Event Coordinator

byoules@chsgeorgia.org

cell: 703-963-3265

Site Rental Fees & Requirements

Pricing

Event Type	Min/Max # of Guests	Fee	Time
Seated Meal at Dining Table	10/12 inside	\$2,600	2 hours
Wedding Ceremony Only in Garden	20/120 for ceremony	\$1,800	1 hour minimum
Ceremony, Cocktail Hour in Garden	20/120 for ceremony & cocktail hour	\$2,200	2 hours
Ceremony, Cocktail Hour & Reception in Garden	20/120 for ceremony, cocktail hour & reception	\$3,200	3-4 hours
Limited Touring of House	10/25 at a time for touring	\$10 per person at event	Varies depending on guest count
Dressing Room	1/8 in dressing room	\$300/flat price	Available at 3pm
Photography, Inside and/or Outside	Couple, Photographer, +1	\$200.00/hour	1 minimum
Close the house down for business. Garden and Carriage house access only.	Planner, rental companies, bridal party	\$1000 for weekday \$1200 for Saturday	Full Business Day 10am-3pm

What's Included

- Inside Events
 - Access to 1st and 2nd floor of house
 - Caterers may use kitchen to prep food (they cannot cook as our kitchen is not certified)
 - Table and chairs in dining room for seated meal for 18
 - 1 hour set up time before event and 1 hour clean up time after event
 - Weddings may have a 1-hour rehearsal the day before the wedding (scheduled a month ahead with Event Coordinator)
- Outside Events
 - Access to garden and back porch
 - Carriage house with bathroom and bar
 - Weddings may have a 1-hour rehearsal the day before the wedding (scheduled a month ahead with Event Coordinator)

Billing

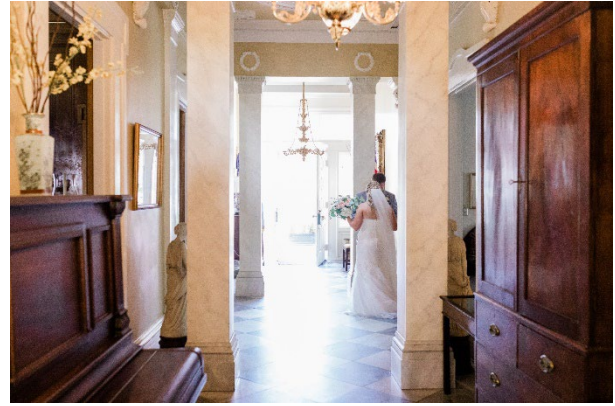
A tentative hold can be placed on the selected date without a deposit. This will give you the "right of first refusal". If another client expresses interest in the same date, you will be contacted and will have a week to either provide a deposit or the date will be forfeited.

- Deposits are half of the total amount, including tax
- Final balance and final count are due 1 week before the event
- For deposits we accept cash, check, money order or credit card. Final payment cannot be made with a check

Photos of Harper Fowlkes House



Photograph taken from Orleans Square looking at the front of Harper Fowlkes House



Photograph taken in the main hallway of Harper Fowlkes House as the Bride and her Father are about to walk out to the ceremony



Photograph of ceremony in the garden



Photograph of reception set up in the garden



Photograph of musician taken on back porch



Photograph taken in 2nd floor dressing room

For more photographs, please check out our Pinterest: <https://www.pinterest.com/HarperFowlkesHouse/>

Site Policies & Information

- Any additional event time outside of the agreed time, will result with a charge at \$1,000 per hour. If you would like extra time, it can be paid in advance. In accordance to a zoning board decision, no event may last past 8pm during the period from March 21st through September 21st and 7pm during the period from September 22nd through March 20th. Any additional cleanup time over an hour, following event including, but not limited to, removal of flowers and other decorations is subject to a cleanup fee of \$100.00 per hour.
- In the event of Event cancellation by Client, deposits are nonrefundable. Coastal Heritage Society may cancel booked events due to inclement weather, emergency conditions, or events beyond our control. In case of cancellation initiated by Coastal Heritage Society, all rental and deposit fees will be refunded. No refunds or reductions will be made regarding any alterations of event numbers or time usage after final payment has been made.
- No amplified music is allowed outdoors. Acoustic music such as guitar, harpist, violinist or a string trio are allowable. The house is located in a residential neighborhood. No music louder than the noise ordinance permits, which is 50 decibels or the level of a normal conversation, is allowed. No outdoors music shall be permitted before 10:00am or after 7pm or 8pm (depending on the time of year).
- The use of glitter and confetti is prohibited. Nothing may be attached to on site using glue, tape, tacks, nails or staples. All decorations and lights must be removable, and leave no damage to the site. Staking items into the ground is prohibited.
- Any children present during the event must be supervised at all times.
- In case of rain, for outside events, no access to house is given. Client should provide a 30'x30' or 30'x60' tent.
- It is highly recommended that you have an event planner or day of planner.
- Maximum crowd size outside is 120.

Approved Vendor List

Below is the list of Harper Fowlkes House approved vendors. Should the vendor of your choice not be listed, please contact Betty Youles at 703-963-3265.

Catering

- Mahgniffe, LLC | Nick Mueller
- Current Catering
- Thrive Catering
- SoHo South Café
- Chef Kirk Blaine

Alcohol Vendors

If you are having alcohol at your event, you must get it through a vendor that has a *Beverage Catering License* and there must be someone on site to serve the alcohol as well.

- Ganem & Sons
- Kiah Bartley
- SoHo South Café

Bakery

- Baker's Pride
- Wicked Cakes
- Mollie Cakes
- Flirt with Dessert

Acoustic Music

- Coastal Chamber Musicians
- W Smith Music
- Ron Helman Jazz Ensemble

Rentals

- Event Works Rentals
- Amazing Event Rentals
- Beach View Event Rental & Design
- Savannah Vintage Rentals

Coordinators

- Tara Skinner
- Ivory & Beau | Abigale Littles
- Design Studio South
- Elegant Savannah Weddings | Mark Royston
- Weddings with Dana | Dana Johnson
- Savannah Magnolia
- Posey Event Design

Floral

- Kato Floral Designs
- Urban Poppy

Photography

- Apt. B Photography | Wendy Norman
- Amia Marcell Art Photography

Transportation

- Callan's Classics

All photographs in the packet are by Apt. B Photography.

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