



2022 Ceremony & Reception or Reception Only Fees and Policies

The Hermitage Museum maintains unique facilities for weddings, corporate events, and receptions of all kinds. A non-refundable deposit of \$500 will hold your chosen event date and be applied to the rental fee. Fifty-percent (50%) of the Basic Event Rental Fee is due when signing the Event Agreement. The remaining Basic Event Fee balance is due to The Hermitage no less than thirty (30) days prior to the event.

Rental Includes:

- Guest access to designated facilities and gardens from 5:30 p.m. to 11 p.m.
- Client access to petite wedding suite and butler's pantry two hours before event begins for dressing and early photos.
- Access to climate-controlled restrooms, parking on the grounds for up to 150 vehicles, and all utilities for event.
- Museum admission for all guests during event time.
- A one-year Hermitage Museum Membership for client.
- Hermitage staff to oversee venue, direct guests where to park, and greet guests touring house museum.
- One off-duty Norfolk police officer to provide security on the grounds.
- One complimentary photo session prior to event date to be used for engagement, bridal or family portraits.
- Complimentary one-hour rehearsal time prior to event date, as scheduled by the Hermitage three months before event.

April-June & September-November

Day	# of guests				
	1-50	51-100	101-150	151-200	201-250
Mon- Thur	\$2,000	\$2,250	\$2,500	\$2,750	\$3,000
Fri & Sun	\$3,500	\$3,750	\$4,000	\$4,250	\$4,500
Saturday	\$4,000	\$4,500	\$5,000	\$5,500	\$6,000

December-March & July-August

Day	# of guests				
	1-50	51-100	101-150	151-200	201-250
Mon- Thur	\$1,500	\$1,750	\$2,000	\$2,250	\$2,500
Fri & Sun	\$3,000	\$3,250	\$3,500	\$3,750	\$4,000
Saturday	\$3,250	\$3,500	\$3,750	\$4,000	\$4,250

*A separate fee structure exists for Ceremony-Only and Elopement events. Ceremony-Only not available on weekends during April-June nor September-November. Elopements are scheduled during our regular museum operating hours.

**Rental to groups of 251 or more are on a case by case basis and will not be available for all events as the wear and tear of the property is far greater than normal. Also additional event attendants will be required at an additional fee.

Fundamental Policies:

- The Hermitage Museum consists of an historic home, extensive gardens and grounds, and an important art and materials collection. Respect for the home, grounds, and collection are key to ensuring a successful event.
- Events are permitted outdoors only. Exceptions can be made for small meetings, lectures, and openings on a case-by-case basis.
- Contact information must be provided for all vendors 30 days before the event, along with an event timeline and layouts. Distinctive Event Rentals is our exclusive rental company for tents, chairs, and tables. Only caterers on our Preferred Vendors List may be used for food and bar service.
- ABC license is required, as well as event liability insurance. A copy of the certificate of insurance must be on file 30 days before event date.
- Food and beverage service, music, and similar vendor activities must cease at 10:15 pm. All guests must vacate the premises by 11 p.m.