

## **Rental Information**

Byers' Castle sits on 20 acres of natural woods and lawn. It is available for adult activities such as business meetings, bridal and baby showers, graduation, anniversary, or retirement parties, and for small weddings and receptions.

Rental by appointment only. Please contact an event coordinator at 330-297-7387 for available dates. The event coordinator will be on-site during your event. You may also check the calendar on this website to view availability.

**Rental Payment:** Requires a 50% down payment in order to confirm a reservation. The balance of this fee is due seven working days prior to the event. A security deposit of \$200.00, by separate check, is also required the week of the event to cover the cost of any damage that may occur due to recklessness, vandalism or destruction of any kind or any infraction of rules and regulations including those that apply to caterers. If none of the preceding occurs, the full deposit will be returned to the booking party the week following the event. Checks should be made payable to "Byers DiPaola Castle LLC" and delivered to the address listed. Complete information regarding payment and security deposit is included on the Rental Agreement signed at the time the deposit is made.

**Cancellation Policy:** In the event of a cancellation, written notification must be received to cancel a reservation. Upon cancellation, the deposit refund schedule is as follows:

- Written notice received more than 180 days prior to the event - 100% refund of deposit.
- Notice received within 180 days of the event - 50% of deposit refunded.
- Notice received within 90 days of the event - no refund of deposit will be issued.
- If there is an emergency and you have to postpone your event, we will help you reschedule. The deposit will be applied to your rescheduled date.

**Catering:** Caterers will handle set up of tables and chairs, tear down and cleanup of areas where food is prepared or served. The booking party may provide alcoholic beverages for their guests and engage a caterer to serve same. The sale of alcoholic beverages by anyone is strictly prohibited. We will work with your caterer to ensure set up.

**Decorations:** Smoking is prohibited in the house. The use of tape, glue, screws or nails on woodwork, walls, staircases is prohibited. No lighted candles are permitted except on the dining room table or individual dining tables. Candles and candleholders must be provided by the booking party and approved by the event monitor. With the exception of the candles, no other flammable items are permitted on the premises. Throwing rice or confetti, etc. is not permitted on the grounds. Birdseed is permitted outside of the house. Dogs or pets of any kind are not permitted. Parking is available on premises.

### **For Weddings**

**Rehearsal:** The house may be scheduled for a one-hour wedding rehearsal 1 - 3 days prior to your ceremony. You are encouraged to schedule that date as far in advance as possible to assure availability. The one-hour rehearsal is included in your rental fee.

**Dressing Facilities:** There are dressing rooms available on the premises.