

Wellers Venue Rules for All Vendors & Family Members

Please review the following venue requirements before the wedding. These rules help protect the historic property and avoid additional fees.

Event Timeline

- The event space opens 3 hours before the ceremony for vendor deliveries and setup.
- The room is locked 1 hour after the event ends.
- All vendor equipment and personal items must be removed that night. Nothing may remain until the following day.

Decorations

- Maximum of 3 lit candles per table.
- Tall taper candles must be enclosed in hurricane glass.
- No fake flowers thrown down wedding aisle.
- Floral arrangements must be assembled off-site and placed on tables upon arrival.
- Nothing may be nailed, stapled, or taped to furniture, walls, or structures.
- No glitter, confetti, rocks, marbles, or similar decorative items.
- No bubbles are permitted.
- No sky candles
- Sparklers are allowed outdoors only if a container of sand is provided for proper disposal.

Vendor Responsibilities

Vendors must not create trip hazards by blocking entrances or walkways or by running cables or extension cords across walking paths.

At the end of the event, vendors must remove everything they brought, including:

- Cardboard boxes
- Flower packaging
- Dessert containers
- Dessert trays
- Cake or cupcake stands
- Rental items
- Cardboard boxes must be broken down before disposal. A \$50 handling fee may be charged for boxes left behind or placed in the dumpster without being broken down.
- Wellers is not responsible for missing rental items left behind after the event.

Cleanup Fees

Upon arrival photos will be taken by the cleanup crew to document any of the following:

Additional \$50 per hour labor fees may apply, including:

- Removing decorations from ceremony structures or chairs left after closing.
- Cleaning prohibited decorations (glitter, confetti, fake flower petals, etc.).
- Removing unbroken cardboard boxes.
- Repairing damage from nails, staples, or tape.
- \$100 for excessive cleaning caused by damage or bodily fluids.

Dessert & Wedding Cake Services

If using Wellers' services:

- Dessert setup and handling: \$1.75 per person
- Cake cutting and table service: \$2.25 per person

If you are not using Wellers for dessert display or cake cutting but require refrigeration, a \$100 storage and handling fee may apply, subject to cooler availability.

Thank you for helping ensure a smooth event and avoiding unnecessary cleanup or damage fees.