

Wedding Information Packet



MINERS FOUNDRY

CULTURAL CENTER

325 Spring Street

Nevada City, California 95959

530 265 5040

www.minersfoundry.org - info@minersfoundry.org



WEDDING FACILITY DESCRIPTION

The Miners Foundry has been the location for hundreds of weddings and receptions over the years. Because your day is so important we set aside the entire day and evening especially for you. Weddings large and small are easily accommodated in our elegant and unique setting.

The Miners Foundry Cultural Center was built in 1859 and was a full functioning foundry well into the 1960s. It was converted to a museum and cultural center in 1974. With its large halls, the Foundry can easily accommodate a wide range of special events including plays, concerts, private parties, auctions, conferences, weddings, expos and fairs. It is comprised of three halls, a foyer and a kitchen.

The STONE HALL was built from native stone and heavy exposed beams and was for many years a machine shop. Now used as a charming banquet, reception, recital and special event hall it can seat up to 200 for banquets or concerts. Amenities include chandeliers, a working stone fireplace, antique furnishings and an antique marble bar with adjacent kitchen. The hall is available for weddings and receptions, or the reception only.

The Foundry's KITCHEN is suitable for catering large banquets or minimal use such as coffee service and includes stoves with ovens and grill, microwave oven, commercial refrigeration, coffee machine and ice machine.

The FOYER was once the Foundry's blacksmith shop and now houses antique machines and artifacts. In addition, there is a large wooden bar and several antique tables available for clients' use. This area is often utilized as a waiting/reception area for the wedding guests.

Adjacent to the Foyer is the UPPER GALLERY and GREAT HALL, restrooms and a small conference room which is available for use as a private brides room with easy accessibility from the parking lot.

If you require additional space, The GREAT HALL is also available and can be set in a variety of configurations. It's theatrical lighting and stage make it a great addition to any event. Capacity is 300 people.

CANCELLATION / REFUND POLICY

Should it be necessary to cancel your reserved date with the Miners Foundry Cultural Center, the Miners Foundry employees will do everything possible to re-book the date.

If you cancel prior to 45 days before your event and the date is re-booked you will receive a refund of your deposit minus \$100.00 fee. However, if you cancel the date and it remains open, no refunds will be issued.

Deposits and/or hall rent will not be refunded for cancellations made 45 days prior to your event date unless the date is rebooked. If the date is rebooked within 45 days prior to your event, you will be refunded 30% of your Hall Rent.

ACCESSORIES INCLUDED WITH BUILDING RENTAL

Access to the Miners Foundry Kitchen is included with Building Rental of the Stone Hall or Great Hall.

Banquet Tables (6' x 30")	13
Banquet Tables (8' x 30")	4
Round Tables (60")	20
Dark Brown Padded Chairs	135
Beige Padded Chairs	57
Antique Tables, of assorted sizes	8
Cabaret Tables (24" diameter)	60
Black Wrought Iron Candelabras	11
<i>Holds Four 3" Pillar Candles</i>	
Hurricane Oil Lamps	20
<i>Oil Included</i>	
White Lattice Panels	3
Oval Stage (4' x 7')	
Step for Oval Stage	

Stone Hall Window Decoration:

Tulle & Ivy Trim - February 1 thru November 15

Window Holiday Greenery - November 15 thru January 31

ADDITIONAL RENTALS

Estonia Baby Grand Piano	\$50.00
With Tuning	\$150.00
Basic PA System	\$50.00
Wireless PA System	\$100.00

Linens can also be arranged for additional charges. Ask our Event Coordinator for a quote.

Room Set Up and Break Down may be arranged for \$25.00 per hour with a 3 hour minimum.

RENTAL INSURANCE REQUIREMENT INFORMATION

The Miners Foundry requires a Certificate of Insurance with minimum \$500,000.00 coverage with the Miners Foundry named as the "Additionally Insured". The Certificate of Insurance is required 45 days prior to your event.