

SAY "I Do!"

on the historic grounds of George Mason's Gunston Hall



To schedule a tour and start planning your dream wedding, contact Nicole Morton at 703.550.9220 or nicole.morton@gunstonhall.org



Gunston Hall | 10709 Gunston Road | Mason Neck, VA 22079

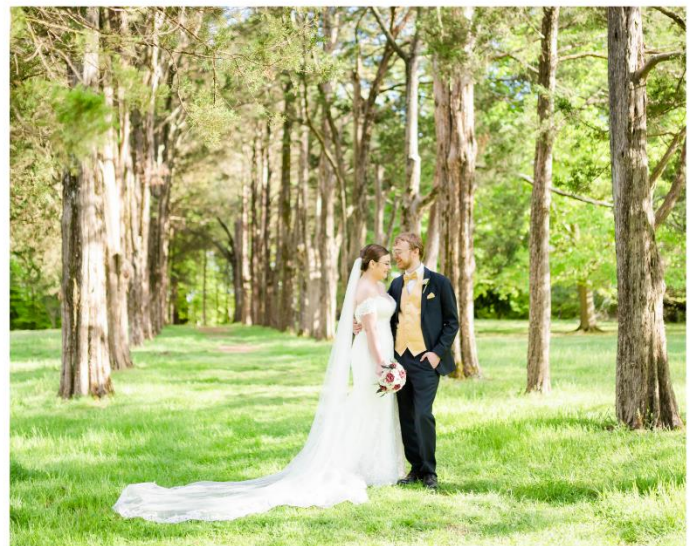
Phone: 703-550-9220 | Fax: 703-550-9480

Open every day except Thanksgiving, Christmas, and New Year's Day.

Public hours: 9:30 a.m. - 5:00 p.m.

Weddings at Gunston Hall are truly special occasions and can include the use of the grounds, the Ann Mason Room (located in the visitor center) and its adjoining private courtyard.

We look forward to making your special day one for the history books!



Featured Event Spaces



The Ann Mason Room

Located in the visitor center, Gunston Hall's only inside event space, offers a rustic yet elegant vibe for you and your guests. The space can accommodate 125 guests for a seated reception or 150 for a standing function. The Ann Mason Room features internet connectivity and audio-visual capabilities. Tables and chairs for up to 125 guests are included in all rentals of the room.



Private Ann Mason Room Courtyard

Located adjacent to the Ann Mason Room, this private courtyard space offers a great patio space for cocktail hour. Featuring half brick and half grass, the courtyard is ideal for lawn games, high top cocktail tables, and in case of rain, can even be tented. High top tables, benches, and white folding chairs are included with rentals of this outdoor uncovered space. From April - November, our swan fountain is operational.



George Mason's Garden

Opening in late spring 2020, George Mason's garden will be open and available for guests between the hours of 10am and 5pm to wander through and learn more about 18th century gardening. Weddings will also have the exclusive chance to incorporate this beautifully landscaped area for cocktail hours and outdoor receptions.



The Grounds of Gunston Hall

With over 550 acres of landscape, the possibilities for outside weddings are endless! Our outdoor uncovered ceremony spot features the backdrop of the historic Mansion with shade provided by our beautiful 100+ year old oak tree. White folding chairs for up to 125 guests included with outdoor rentals. An assortment of tables are also available for outside receptions. Tenting is available through our recommended vendors.

Rental Packages

All rental packages apply to any day of the week, including the preparation, guest time, & breakdown needed to conduct the event & can occur between the hours of 10am & 10pm with cleanup completed and lights out by 11pm.

The Ann Mason Room & Courtyard Package	<i>Only usage of the Ann Mason Room & Courtyard for a reception</i>	5 hours	\$3,000
The Ann Mason Package	<i>Includes a ceremony under the oak tree & usage of the Ann Mason Room & Courtyard for a reception</i>	8 hours	\$4,000
The Oak Tree Package	<i>For couples wanting only a ceremony at Gunston Hall</i>	1 hour	\$800
The Magnolia Package	<i>Includes a ceremony, cocktail hour, & a reception on the grounds of Gunston Hall (not including the garden)</i>	8 hours	\$4,250
Mason's Toddy Package	<i>Couples can add this package to any above rental so guests can enjoy cocktails in the garden</i>	1.5 hours	\$350
Mason's Garden Package	<i>Includes cocktail hour & a reception in George Mason's Garden</i>	5 hours	\$4,000
The Gunston Hall Package	<i>Includes a ceremony under the oak tree, cocktail hour & a reception in George Mason's Garden</i>	8 hours	\$4,500

Included Services with all Packages:

- Guided mansion house tours are complimentary for every wedding rental during business hours.
- Tables and chairs for up to 125 guests are included in all rentals of Gunston Hall.
- The Ann Mason Room features internet connectivity and audio-visual capabilities.
- Wedding party changing quarters for the day of the event are available upon request.
- If applicable, a two hour complimentary timeframe during business hours the day before the event is available for early setup and drop off needs.
- We the use of professional photographers, we allow couples the special chance to take pictures inside the Mansion after their ceremony.
- Dedicated onsite staff the day of the event to help coordinate with guests and vendors.
- Ample free parking with room for buses and limos to park.

In order to confirm booking George Mason's Gunston Hall, a signed Facility Rental Agreement and half of the rental package fee by cash or check must be on file and receipt acknowledged by the Leader of Business Enterprise.

Please Note

- The Contracting Party must provide Gunston Hall with the full details of the event related to all vendors, entertainment provided, and any extraordinary measures needed to conduct the event.
- Linens, decorations, and tableware are the responsibility of the Contracting Party or caterer.
- The Contracting Party must obtain a certificate of liability insurance for injury and damage with a combined single limit of no less than \$1,000,000, adding Gunston Hall, The Board of Regents of Gunston Hall, Inc., and The Commonwealth of Virginia as additional insured.
- A full-size catering kitchen is available adjacent to the Ann Mason Room. An approved Virginia-licensed caterer is required for use of the kitchen. A sit-down with the selected caterer is required 30 days prior to the event.
- The Contracting Party and Caterer are responsible for cleanup of the catering kitchen and rental spaces used for an event. This may include: vacuuming, moping, sweeping, wiping down tables and counters, breakdown of equipment, and taking out the trash. We ask you leave the space the way you found it. A rental cleanup checklist will be provided 30 days prior to the event.
- A Virginia banquet liquor license is required for all events serving alcoholic beverages. This may be purchased by the Contracting Party or caterer on the Virginia ABC website. Gunston Hall reserves the right to terminate any event serving minors alcohol and creating a disruptive event.
- Small children and youth must be under adult supervision at all times.
- Tenting on the grounds and in the courtyard requires authorization and is the responsibility of the contracting party to book, pay for, and coordinate logistics of setup and breakdown.
- Guided house tours are complimentary for every wedding rental during business hours. Tours must be arranged before the scheduled event, and are available until 5:00 P.M.
- Amplified music is permitted, provided volumes are kept at a reasonable level. All amplified music must end at 10:00 P.M. The Contracting Party will be responsible for paying any fines imposed
- Food and drink are not allowed inside the gallery spaces of the Visitor Center.
- Live candles are not allowed anywhere on the property of Gunston Hall.
- Smoking is strictly prohibited in any building space and in the courtyard of Gunston Hall.
- Sparklers, silly string, confetti, glitter, birdseed, or other small objects thrown or used on the property are not permitted. The use of rose petals, glow sticks, and bubbles are only allowed outside.
- Only service animals for persons with disabilities are permitted inside the visitor center and Mansion. Couples are more than welcome to include their furry friends for events taking place on the grounds.
- The grounds behind the house have limited lighting and electrical outlets. Additional power and lighting sources may need to be rented through a vendor based on the extent and timeframe of an event.

Recommended Vendors

CATERERS:

Amphora Catering

Xochitl Gutierrez
(xochitl@amphoragroup.com)

Avalon Caterers International

Anita Ellis (anita@avaloncaterers.com)

Catering Reserved

Beth Sharpe
(beth@cateringreserved.com)

Catering by Seasons or La Prima Catering

inquiry@cateringbyseasons.com
(#301.477.3515)

Cedar Knoll Catering

Jessica Rivera
(jessica@cedarknollva.com)

Local NOVA Food Trucks

<https://roaminghunger.com/washingto-n-dc/food-truck-catering/>

Main Event Catering

(#703.820.2028)

Mission BBQ

Kris Towers (ktowers@mission-bbq.com)

Purple Onion Catering

Kristen G.
(kgenton@purpleonioncatering.com)

Rocklands Barbeque & Grilling

Company
catering@rocklands.com
RSVP Catering
(#703.573.8700)

Shirley's Catering

Beverly Goldberg
(bev@shirleyscatering.com)

Tasteful Affairs

Linda H.
(linda.harkness@tastefulaffairs.com)

Wegmans Catering

Alexandria Location (#571.527.2410)

HOTELS:

Hampton Inn & Suites

(Mt. Vernon/Ft. Belvoir) #703.619.7026

Hampton Inn

(Potomac Mills/Woodbridge)
#703.490.2300

Holiday Inn Express

(Lorton)
#703.643.3100

RENTAL LINENS AND EQUIPMENT:

Capital Classic Party Rentals

#703.661.8290

Party Rental Ltd.

#844.464.4776

Sammy's Rental Inc.

(info@sammysrental.com)

UNIQUE VENDORS:

A Dove's Love

Lisa Harris (adoveslove@yahoo.com)

Artisan Matchmaker, LLC

Kathryn & Lauren
(info@artisanmatchmaker.com)

Camelot Classic Cars

Matt (matt@camelotclassiccars.com)

Dana's Cake Shoppe

Dana Alfahham
(info@danascakeshoppe.com)

Fleet Transportation

Ashley Polk
(atpolk@fleettransportation.com)

Gunston Flowers

#703.339.3597

Harmon's Horse Drawn Carriage

info@harmonscarriages.com

Meredith Sledge Photography

(meredithsledge@meredithsledge.com)

Pour Tu Events

Jordan Zink (jarthor@gmail.com)

Sarah Botta Photography

Sarah B.
(sarah@sarahbottaphotography.com)

Stephen Gosling Photography

Stephen G.
(stephen@goslingphotography.com)

Sugar Shack Donuts & Coffee

Jessica G
(jessica.sugarshackdmv@gmail.com)

Twinbrook Floral Design

Brandon S
(brandon@twinbrookfloraldesign.com)

Wedding Photojournalism by Rodney B.

Rodney Bailey
(info@rodneybailey.com)

Whimboy Echavez Photography

Whimboy Echavez
(info@whimboy.com)

Available Inventory

Items:	Qty. Available:	Permitted:	Tablecloth Size:	Number of Guests:
36" wooden round	8	Inside or courtyard (not on the grounds unless for water table)	96"	2 for sweetheart table or 4 for a seated meal/cocktail hour
High top table (30" x 42")	3	Courtyard (not on the grounds)	132"	2 - 4 standing for cocktail hour
6' plastic table	25	Inside or outside	90" x 132"	6 when attached to another table or 8 free standing
8' plastic table (fold in half)	4	Inside	90" x 156"	8 - 10 people
Oval 5' x 6' table	12	Inside	120" or 132" round (they will be long on one side since tables are an oval size)	10 is the max
Ballroom chair	150	Inside	X	X
White folding chair	200	Outside	X	X
Highchair	2	Inside or outside	X	X
Podium w/ mic or wireless mic	1	Inside	X	X



**** It is the responsibility of the Contracting Party to bring or rent glassware, silverware, linens, and all other decorative items desired for an event.**