



The Merrick is Available for Events!



VENUE RENTAL AGREEMENT: EFFECTIVE JANUARY 1ST, 2025

****Prices subject to change****

THERE IS ABSOLUTELY NO SMOKING ON THE GALLERY GROUNDS.

MAIN GALLERY(WEDDING CEREMONY ONLY) - 2 HOUR TIME LIMIT

- ✿ Main Gallery rental cost is \$400.
- ✿ Guest limit is 100 guests.
- ✿ Chair set up is included.

EDWARDIAN ROOM

- ✿ Edwardian Room rental cost is \$900.00. (ABSOLUTELY NO OUTDOOR USE)
- ✿ Guest limit is 80 guests.

VICTORIAN GARDEN & PAVILLION

- ✿ Victorian Garden rental cost is \$900.00. (**Tables, chairs and tent not included in fee.**) **Patio furniture MUST remain on the patio.**

VICTORIAN GARDEN, EDWARDIAN ROOM & PAVILLION

- ✿ Cost to rent all three is \$1,700.00. This does not include tents, tables outside or chairs!

TV RENTAL

- ✿ Tv Rental cost is \$100.

PLEASE NOTE:

**ALL EVENTS MUST BE HELD IN THE SPACE THAT WAS RENTED ONLY.
ADDITIONAL FEES WILL BE CHARGE IF OTHER AREAS ARE USED.**

directore@merrickartgallery.org | 724.846.1130
1100 5th Ave New Brighton, PA 15066
P.O. Box 312



All balances are due two (2) weeks prior to the event date or the event may be considered canceled. _____ **Client Initials**

All events must take place between 11:00AM to 11:00PM on the day of the event. Events are limited to 8 hours, this **INCLUDES** decorating & cleanup. _____ **Client Initials**

Decorating may be done **1 week prior** if space is available during Tuesday, Wednesday, or Thursday gallery hours of operation. _____ **Client Initials**

If additional hours are needed, there will be a \$50.00 per hour fee on a day that the gallery is closed. _____ **Client Initials**

Clean up may be done on Sundays from 1pm-3pm if agreed to by the director. _____ **Client Initials**

Patio furniture is **NOT** permitted to be moved. Patio furniture is **NEVER** allowed in the lawn area. _____ **Client Initials**

All caterers must be licensed by the state of Pennsylvania. **(Children are NOT permitted in the galleries without a supervising adult.)** _____ **Client Initials**

These arrangements **MUST** be approved by the director prior to the event. _____ **Client Initials**

No lit flame of any kind or glitter is permitted inside for rentals this includes **NO SMOKING**. Sterno cans are permitted only with chafing dishes containing a water baths. _____ **Client Initials**

The refundable deposit of \$300.00 to guard against damages & improper clean up is NOT included in the above prices. Refundable deposits are at the discretion of the director & are usually refunded 10 days after the event. A 3% charge will be added to any card payment. _____ **Client Initials**

"I have read & agreed to the fees & conditions for entering into a rental agreement with the Merrick Art Gallery."

Client/Host Signature: _____

Date: _____

Director Signature: _____

Date: _____

