



# Decorating Information

(In effect until December 31, 2014)

Strathmere's unique facilities and seasonal decorating offer couples a beautiful setting. All fireplace mantels are decorated with seasonal garlands and softly illuminated with mini white lighting, our oil lanterns filled to suit the season to light your guest tables, romantic vintage string lighting over the ceremony sites at the Lodge and Garden House, and over the patio at the Inn, as well as enhanced outdoor mini white lighting on many of the split rail fences and surrounding buildings. We also take care of complete set-up of table linen, skirting, cake, gift and guest book tables, with the option of having our in-house ivory linen or you may certainly upgrade to specialty linen to suit your theme.

We have strategically positioned hooks on the center beams at the Lodge and on the lattice panels at the Garden House. All you have to do is loop fishing line or ribbon to your decorative pieces and hang them. We have two options available when deciding who will hang items from high spaces: Strathmere can make a step ladder or regular ladder available through the signing of a waiver by the person who will be using it; OR, we can arrange for a staff member to be on the ladder and assist for you at a charge of \$75 plus HST (includes 1 hour of decorating and the time to remove the décor at the end of the evening). Each additional hour is \$50, plus HST. Please provide at least 14 days' notice if you require ladder services. If choosing Strathmere to assist, we also ask that you designate someone on your behalf to be there to instruct; we want to make sure we deliver your vision!

If you have centerpieces ready to go and simply require placement on guest tables, we will be happy to take care of this while setting the tables. If you have gift favors for place settings, we can take care of this also, along with the placement of the guest book and seating plan on the easel. For additional decorating, such as flower or centerpiece arranging and set-up, place cards, securing of pew bows, etc., please designate this task to a close friend or family member to take care of these additional decorating tasks on your behalf. A reminder that your Wedding Coordinator will be available to you and help to respond to questions two hours prior to ceremony/arrival, and our Front Desk staff is also available during the day to answer questions.

As we take great pride in decorating each of our unique facilities, please note that antique furniture and fixtures cannot be moved. Fireplace décor including garlands, lighting and mantle accents have been kept in neutral tones to go with any theme. Candles displayed on our mantles act as accent pieces only; they are not lit. You are welcome to substitute our candles with your own colour. The removal of Strathmere's mantle décor means lighting and power cords will be removed also because everything is secured together, so please ensure you plan for your own lighting and power cords if choosing to change the mantles.

Standard decorating times are as follows:

Saturday/Sunday/Holidays: **Anytime after 12 :00 Noon**

Monday to Friday: **No later than 2 hours prior to the ceremony (or arrival time if a church ceremony)**

Luncheons: **After 9:00 am**

Should additional time be required, requests can be made to the Reservations Office 7 days prior to the wedding day. Our ability to give you the extra time will depend on whether the facility is unoccupied during the time you request.

When decorating, we recommend you choose items that can be prepared in advance and delivered to Strathmere for quick and easy placement. Designating a close family member or friend to take care of the delivery and set-up of your decorations, ensures that you and the wedding party are worry free. Indoor and outdoor decorations can be secured with floral wire, string, fishing line or ribbon. The use of nails, screws, push pins, thumbtacks and staples are strictly prohibited and subject to a \$100 damage fee. Please bring the required supplies and equipment with you (such as string, ribbon and scissors). **No confetti, sparkles, straw, hay, leaves or pine boughs are permitted.**



Should your decorating lead to unusual clean-up costs or repairs, following charges will be added to the Reconciliation Invoice, without notice:

\$25 for decorating clean-up prior to the wedding (we have a vacuum available if you need it);

\$100 for damage caused by the use of nails, screws, push pins, thumbtacks, staples or sticky tape; and,

\$100 to clean up after the use of table confettios (metal, paper etc.) or confetti, straw, hay, leaves or pine boughs.

\$100 for Strathmere staff to remove client decorations following the event.

Due to strict fire regulations, open flame candles are prohibited. Strathmere provides oil lanterns to light your guest tables, however, you are welcome to use your own centerpieces, such as tea lights, votive and floating candles, as well as pillars and tapered candles provided they are contained in a glass hurricane or holder.

Strathmere has an exclusive linen supplier and does not allow clients to bring in linen from another source. Strathmere will take care of all linen ordering, delivery, and handling. To ensure availability, we suggest a minimum of 6 weeks' notice. Please refer to Strathmere's 'Additional Rentals' for selections.

All decorations, rental items and wedding gifts need to be removed at the end of the evening. Strathmere is not responsible for any lost, stolen or damaged items.

## **FACILITY MEASUREMENTS**

### **Strathmere Inn**

#### **The Carriage House**

Mini lighting is on the archways at both ends of the room

The base of the oil lanterns (1 per guest table) is 4 ½" in diameter

#### **The Ceremony Site**

The arbor is 8' wide x 7' high x 4' deep

There are 3 rows of benches, with chairs added to the side if additional seating is required.

The interlocking stone aisle is 6' wide x 90' long.

### **Strathmere Lodge**

#### **The Main Room**

The base of the oil lanterns (1/guest table) is 6" in diameter

The Sunroom dance floor is 15' x 26'

The Sunroom fireplace mantle is 9' wide, with mini lighting and seasonal country decor

#### **The Ceremony Site**

The arbor is 8'7" wide x 8'10" high x 4'5" deep

There are 7 rows of benches, with chairs added to the side if additional seating is required.

The interlocking stone aisle is 6' wide and 26' long (from the Patio doors to the arbor), with the entire patio being 34' x 26' in total.

### **The Garden House**

#### **The Main Room**

The fireplace mantle is 8'5" wide by 10" deep with mini lights and garland

The dance floor is 16' x 30'

The base of the oil lanterns (1/guest table) is 6" in diameter

#### **The Ceremony Site**

The arbor is 8'8" wide x 6'9" high x 4'5" deep

There are 10 rows of benches, with chairs added to the side if additional seating is required.

The interlocking stone aisle is 6' wide x 40' long, with the entire patio being 30' wide x 40' long.