



## Smithfield Event Venues Fee Structure

<i>Standard Rates</i>	Friday Saturday Sunday	Monday Tuesday Wednesday Thursday
<b>Smithfield Center</b> Main Hall Plus Suites	\$ 2800	\$ 800
<b>Smithfield Center</b> Main Hall	\$ 2600	\$ 600
Wedding at <b>Clontz Park</b> and Reception at the <b>Smithfield Center</b>	\$ 2745	\$ 945
Wedding at <b>Windsor Castle</b> and Reception at the <b>Smithfield Center</b>	\$ 2880	\$ 1080
<p style="text-align: center;"><b><i>The Celebration Package</i></b></p> <p>Rental Includes</p> <ul style="list-style-type: none"> <li>• Smithfield Center Main Hall, Suites and Deck</li> <li>• 8 hours on Friday and 8 hours on Saturday. Friday can be used for decorating and vendor setup, as well as your ceremony rehearsal. This leaves Saturday for you to relax and enjoy your event.</li> <li>• 150 Chair covers for indoor spaces-color choices-black, white.</li> </ul>	\$ 3600	\$ 1280
<b>Outdoor Wedding Ceremony Locations</b>		
<b>Haydens Lane</b>	\$ 150	\$ 150
<b>Clontz Park</b>	\$ 250	\$ 250
<b>Windsor Castle Manor Riverfront</b>	\$ 400	\$ 400
<i>Any event that takes place on a Town Holiday will be charged a weekend rate.</i>		

<b><i>Kitchen Use</i></b>	Tier 1	Tier 2	Tier 3
<p>All clients must choose a kitchen tier at their final checklist appointment, 3 weeks prior to their event.</p>	<p>For clients who do <b><u>NOT</u></b> select a full service, licensed caterer</p>	<p>For clients who select a full service, licensed caterer <b><u>not</u></b> in our Featured Caterer Program</p>	<p>For clients who select a caterer from our <b><i>Featured Caterer Program</i></b></p>
	<p>For this tier: No additional fees</p> <ul style="list-style-type: none"> <li>◆ Client must bring in or have delivered ready to eat food items as the cooking equipment is not available and bring in disposable dishware as the Center dishware nor dishwasher is available.</li> </ul>	<p>For this tier: Client pays \$1 per guest</p> <ul style="list-style-type: none"> <li>◆ Client must select a full service caterer that is licensed, insured and has a current kitchen health department certification.</li> </ul>	<p>For this tier: No additional fees</p> <ul style="list-style-type: none"> <li>◆ Client must select a caterer from our Featured Caterer Program. Selection of a Featured Caterer will add 2 hours of time to your event &amp; 5% off the Celebration Package.</li> </ul>



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<i>Isle of Wight County Resident Rates</i>		
* <i>In order to qualify for these rates, you must provide proof of residency in Isle of Wight County.</i> * <i>Weddings &amp; Receptions require the bride <u>or</u> groom complete the contract, therefore to qualify for the resident rate the bride <u>or</u> groom must reside in Isle of Wight County.</i>	<b>Friday Saturday Sunday</b>	<b>Monday Tuesday Wednesday Thursday</b>
<b>Smithfield Center</b> Main Hall Plus Suites	\$ 2000	\$ 600
<b>Smithfield Center</b> Main Hall	\$ 1800	\$ 400
Wedding at <b>Clontz Park</b> and Reception at the <b>Smithfield Center</b>	\$ 1980	\$ 720
Wedding at <b>Windsor Castle</b> and Reception at the <b>Smithfield Center</b>	\$ 2070	\$ 900
<b><i>The Celebration Package</i></b>		
Rental Includes <ul style="list-style-type: none"> <li>• Smithfield Center Main Hall, Suites and Deck</li> <li>• 8 hours on Friday and 8 hours on Saturday. Friday can be used for decorating and vendor setup, as well as your ceremony rehearsal. This leaves Saturday for you to relax and enjoy your event.</li> <li>• 150 Chair covers for indoor spaces-color choices-black, white.</li> </ul>	\$ 2600	\$ 960
<b>Outdoor Wedding Ceremony Locations</b>		
<b>Haydens Lane</b>	\$ 100	\$ 100
<b>Clontz Park</b>	\$ 200	\$ 200
<b>Windsor Castle Manor Riverfront</b>	\$ 300	\$ 300
<i>Any event that takes place on a Town Holiday will be charged a weekend rate.</i>		

<b><i>Kitchen Use</i></b>	<b>Tier 1</b>	<b>Tier 2</b>	<b>Tier 3</b>
All clients must choose a kitchen tier by their final checklist appointment, 3 weeks prior to their event.	For clients who do <b><u>NOT</u></b> select a full service, licensed caterer	For clients who select a full service, licensed caterer <b><u>not</u></b> in our Featured Caterer Program	For clients who select a caterer from our <b><i>Featured Caterer Program</i></b>
	For this tier: No additional fees ♦ Client must bring in or have delivered ready to eat food items as the cooking equipment is not available and bring in disposable dishware as the Center dishware nor dishwasher is available.	For this tier: Client pays \$1 per guest ♦ Client must select a full service caterer that is licensed, insured and has a current kitchen health department certification.	For this tier: No additional fees ♦ Client must select a caterer from our Featured Caterer Program. Selection of a Featured Caterer will add 2 hours of time to your event & 5% off the Celebration Package.