

Stonewall Resort

Catering Guidelines

Securing Event Space

Any event space or guest rooms are held on a tentative, first option basis until Stonewall Resort receives a signed Letter of Agreement and your deposit. The deposit is 33% of the minimum food cost, not including beverages, tax and service charges. The deposit is non-refundable. Final payment for all events is due 14 business days prior to the event. Initial deposits can be made by personal check or credit card. A certified check/cashiers check or credit card is required for final payment.

Cancellation Policy

Notices of cancellation must be made in writing. Detailed information and an assessment schedule will be included in your Letter of Agreement.

Function Rooms

Stonewall Resort reserves the right to substitute an alternative function room should the number of projected attendees fall below the original estimate. Rental and set up charges may apply, if not covered in a purchased package.

Wedding Ceremony

Stonewall Resort provides multiple settings for an event to remember. From an outdoor setting to our grand lobby, you and your guests will enjoy venues that overlook the lake and surrounding mountains. Ceremony fees may be in addition to any packages chosen.

Food and Beverage

All food and beverage must be provided by the Resort Staff, with the exception of a Wedding Cake. The sale and service of alcoholic beverages are regulated by the state of West Virginia. As a licensee, Stonewall Resort is accountable for these regulations, and as such, is the sole provider of alcohol, beer, and wine. Hosted Bars are available for all events. A 20% service charge and 6% West Virginia sales tax is applicable to all food and beverage purchases.

Outside Vendors

Outside vendors are permitted for music, entertainment, photographers, and a Wedding Cake. A nominal fee may be charged if special set up or storage areas are required. Decorations or special setups provided by an outside vendor must be removed within 24 hours of the event. Parking or driving on the grass is not allowed, unless prior arrangements have been made.

Candles, Fireworks, or other Incendiary Devices

No non-approved device, appliance, or candle may be used on Resort premises. For the couples' exit, only sparklers (with advance notice) or bubbles are permitted in the porte-cochere. Birdseed may only be used in lawn areas.

Musicians

Music and dancing are welcomed and encouraged, however all music must be concluded by midnight. Outdoor music is allowed, to be concluded by 10PM.

Physical Property

Nothing may be done to disrupt the physical property of Stonewall Resort. Stonewall Resort will not allow the affixing of anything to the walls, floors or ceilings of rooms with nails, staples, tape, or any other substance unless approval is given.

_____ *I have reviewed and agree to abide by the Catering Guidelines for Stonewall Resort.*

Initial