

THE IVY PLACE



WEDDING GUIDE



FRONT LAWN

THE IVY PLACE

WHERE MEMORIES ARE MADE
and history exists...

Congratulations on your engagement! We know this is such an exciting time for you, and we are thrilled you are considering The Ivy Place as your wedding venue.

Nestled on 33 acres, The Ivy Place is the perfect blend of ethereal gardens, nature and history. Conveniently located only 13 miles from hotels, restaurants + shops in Ballantyne, Charlotte, yet you will feel miles away the moment you enter our property.

Our beautiful homestead, built in the 1850's, acts as the backdrop to the surrounding English Cottage gardens, meandering pathways, tranquil ponds, whimsical vignettes, lush forests and a beautiful 4,400 square ft. reception tent. The wedding locations and photo opportunities are endless!

Our property provides the flexibility and freedom to tailor your event to meet your personal style and create the garden wedding of your dreams. Come see why Charlotte calls us the "hidden gem"!



AMENITIES + SERVICES

- Use of the grounds with over 33 acres of enchanting gardens, picturesque backdrops, rolling hills, tree-lined lawns and hardwood forests
- Spacious, 4,400-square foot TENT with connected covered arbor, featuring:
 - High, open sides offering panoramic views of the property
 - Beautiful, dimmable chandelier
 - Ambient, overhead twinkle lighting
 - All-weather surface flooring
 - Custom-designed entryway doors [coming soon]
- Handicap-accessible + air conditioned restroom facility with designated his/her + private, gender-neutral restrooms
- Two dedicated dressing facilities including:
 - A quaint, secluded COTTAGE built in the 1920's
 - PRIVATE SUITE inside the main, historic room with large screened-in porch
- Choice of numerous CEREMONY SITES
- Designated catering facility with prep space, sinks and refrigerator
- One-hour rehearsal with the timing of your choice
- Parking attendants to direct + park guests upon arrival
- Responsive, on-site property manager from start to finish at every event
- Complimentary use of property for engagement sessions and bridal portraits
- White, padded resin chairs for ceremony + reception
- 5' round guest tables for reception
- 6' and 8' banquet tables
- High-top cocktail tables
- All setup + breakdown of in-house venue items/rentals according to floor plan

WEDDING PACKAGES

AT A GLANCE

THE IVY



WEEKEND

Non-Premium Dates: \$8,100
*Premium Dates: \$8,700

13 hours on wedding day
Up to 200 guests
Early (Friday) access for delivery + setup
Earlier cottage access time
Wedding ends at 10pm
Late (Sunday) morning breakdown

+ (1) complimentary overnight stay in cottage
+ Host onsite rehearsal dinner

THE GARDENIA



SATURDAY-ONLY

Non-Premium Dates: \$6,900
*Premium Dates: \$7,500

13 hours on wedding day
Up to 200 guests
Setup begins at 10am
Cottage access at 10am
Wedding ends at 10pm
Breakdown complete by 11pm

Ideal for those needing less time for setup
or with offsite rehearsal dinners!

THE CAMELIA



SUNDAY-ONLY

Non-Premium Dates: \$4,400
*Premium Dates: \$4,900

10 hours on wedding day
Up to 150 guests
Setup begins at 12pm
Cottage access at 12pm
Wedding ends at 9pm
Breakdown complete by 10pm

Ideal for those with offsite ceremonies
or smaller weddings!

*PREMIUM DATES: APRIL 15TH- MAY 31ST AND SEPT 15TH- OCT 31ST



WEDDING PACKAGES

THE IVY

- WEEKEND PACKAGE for up to *200 guests
- Complimentary overnight stay in the COTTAGE on Friday for Bride and/or Groom ONLY and up to 4 guests
- Hosting of rehearsal dinner for up to 75 guests at any onsite location of your choosing (excludes cottage and historic home)
- Vendor deliveries + setup may begin on Friday at 12pm (for wedding + rehearsal dinner) and/or Saturday at 10am
- Access to the cottage may begin at 3pm on Friday for wedding party + immediate family members only
- Access to the Private Suite (inside house) + screened-in porch begins at 2pm on Saturday for wedding party + immediate family only
- Reception + Music to end at 10pm (no exceptions)
- All breakdown and guests to be off premises by 11pm
- (250) white, padded chairs for ceremony and reception
- (25) 5' round guest tables for reception
- (8) 6' banquet tables for food stations, gift table, etc.
- (2) 8' banquet tables
- (6) high-top cocktail tables

*Additional guests can be added for a fee of \$200 per each set of 25 guests over 200



WEDDING PACKAGES

the GARDENIA

- SATURDAY day-of package for up to *200 guests
- Vendor deliveries + setup may begin on Saturday at 10am
- Access to the COTTAGE may begin at 10am for wedding party + immediate family members only
 - *Friday overnight stay is not permitted
- Access to the Private Suite (inside house) + screened-in porch begins at 2pm for wedding party + immediate family only
- Reception + Music to end at 10pm (no exceptions)
- All breakdown complete and guests to be off premises by 11pm - Sunday breakdown or vendor pickups are not permitted
- (250) white, padded chairs for ceremony and reception
- (25) 5' round guest tables for reception
- (8) 6' banquet tables for food stations, gift table, etc.
- (2) 8' banquet tables
- (6) high-top cocktail tables

*Additional guests can be added for a fee of \$200 per each set of 25 guests over 200



WEDDING PACKAGES



- Sunday day-of package for up to *150 guests
- Vendor deliveries + setup may begin on the wedding day at 12pm
- Access to the COTTAGE may begin at 12pm for wedding party + immediate family members only
- Access to the Private Suite (inside house) + screened-in porch begins at 2pm for wedding party + immediate family only
- Reception + Music to end at 9pm (no exceptions)
- All breakdown complete and guests to be off premises by 10pm; next day breakdown or vendor pickups are not permitted
- (150) white, padded chairs for ceremony and reception
- (19) 5' round guest tables for reception
- (6) 6' banquet tables for food stations, gift table, etc.
- (4) high-top cocktail tables

*Additional guests can be added for a fee of \$200 per each set of 25 guests over 200

THE BIRDHOUSE



CEREMONY SITE

the BIRDHOUSE



- Cross the bridge onto the spacious front lawn and exchange vows with our lush gardens as your altar backdrop
- After the ceremony, guests are just steps away from entering our secret gardens for cocktail hour
- Offering sweeping views of the historic home, gardens and reception tent, this location is one of our most popular ceremony sites



Arbor available to rent

NANCY'S ARBOR



CEREMONY SITE

nancy's ARBOR

- Stroll through the gardens to our quarter-acre event lawn surrounded by lush tree-lines and foliage
- Nestled in the corner, Nancy's Arbor offers an intimate feel while accommodating any guest count
- Say your vows under our permanent cedar arbor climbing with lush ivy, with our majestic, double trunk white oak as your backdrop



THE BIG OAK TREE



CEREMONY SITE

the big OAK TREE

- Our most remote ceremony site located in our sprawling field surrounded by hardwood forests and the tranquil sounds of nature
- The focal point is the majestic, 200-year old oak tree with its massive branch forming a natural canopy to organically define your altar space



CREATE YOUR OWN



CEREMONY SITE

create YOUR OWN

- For those wanting to go off the beaten path, consider defining your own ceremony space!
- Let nature be your backdrop and discover countless locations that can serve as your ceremony backdrop
- Let us know if you see a location that speaks to you, and if it's feasible, we'll make it happen!





THE IVY PLACE

PRIVATE SUITE

Located inside our historic home is a private suite featuring a dressing room, full bath, lounge area and large, screened-in porch.

- All packages allow access to the suite beginning at 2pm on the wedding day
- Suite is designated as a dressing facility + gathering area prior to the ceremony and intended only for the wedding party + immediate family
- The inside portion of the suite is locked following the ceremony and all personal items must be packed up and placed on the screened-in porch at this time





THE IVY PLACE

THE COTTAGE

Our 1920's, 2 bedroom/1 bath cottage features a full kitchen, spacious back deck and an abundance of natural sunlight + special touches. The perfect, secluded location for hair + makeup and getting-ready photo ops!

- Weekend Packages: Complimentary Friday night stay. You will be given a gate remote and may begin hair + makeup at your discretion. Access to the rest of the property begins at 10am.
- Saturday-Only Package: Cottage access begins at 10am
- Sunday-Only Package: Cottage access begins at 12pm
- Overnight stays (on your wedding night only) can be added to your package for a rate of \$225 with checkout no later than 10am the following day
- If not staying in cottage overnight, all personal items must be promptly removed from the cottage immediately following the wedding
- Cottage overnight stays cannot exceed 5 guests total - parties are not permitted

*For day-of packages, you may access the cottage early for hair + makeup at a rate of \$200/hour, based on availability



THE IVY PLACE

THE COTTAGE



THE IVY PLACE
THE COTTAGE



THE GARDENS



THE IVY PLACE
THE GARDENS



HISTORIC HOME



THE IVY PLACE

HISTORIC HOME



RECEPTION TENT





THE IVY PLACE

RECEPTION TENT



THE IVY PLACE

FAQ PAGE

Q: HOW DO I SCHEDULE A TOUR AT THE IVY PLACE?

A: Please contact our [Venue Manager](#), Kelly Martin, to schedule your tour!

Q: HOW DO I SECURE MY WEDDING DATE?

A: Our venue manager will send you a digital Wedding Contract and a link to pay your non-refundable \$1,000 deposit. Once your signed agreement and deposit are received, your date will be secure!

Q: WHEN IS MY BALANCE DUE?

A: For your convenience, the venue rental balance is divided into 3 installment payments after your initial deposit. The final payment includes a \$500 refundable security deposit, to be refunded one week after the wedding; pending no damages or excessive clean up by The Ivy Place.

Q: I RESERVED MY DATE. NOW WHAT?

A: We will send you a link to your collaborative, online Client Portal, with access to our in-house rentals + Preferred Vendor List. This is where we will manage invoices, contracts, timelines, vendor information and all wedding communications for a more streamline planning process.

Q: CAN I BRING IN MY OWN VENDORS?

A: We will provide you with our list of our preferred vendors. WE DO REQUIRE THAT YOU USE A CATERER + DJ OFF OUR LIST. No exceptions. Wedding planners must be approved. All other vendors are at your discretion, but they must provide us with their certificate of insurance prior to the wedding.

Q: DO I HAVE TO HIRE A WEDDING PLANNER?

A: We require a wedding planner for all weddings. We have a list of experienced planners who offer a variety of services at a variety of price points. If you would like to bring in your own professional + insured planner, we do require that you get prior approval from our venue manager.

Q: CAN I BRING IN MY OWN ALCOHOL?

A: We allow you to bring in your own alcohol, including liquor! All alcohol must be served by a licensed + insured bartender. We hire an off-duty police officer for all events with alcohol. This \$160 fee will be added to your final invoice.

Q: CAN I RETURN THE NEXT DAY FOR BREAKDOWN?

A: "The Ivy" weekend package can complete breakdown by 10am on Sunday. All other day-of packages must be broken down at the end of the evening.

THE IVY PLACE

FAQ PAGE

Q: CAN I INCLUDE MY PET IN MY WEDDING?

A: We love all animals! But for your benefit (and ours), we do require prior approval and a professional pet sitter. Ask our Venue Manager for a referral and more details.

Q: IS THERE A POWER SOURCE IN ALL LOCATIONS?

A: We have power sources in the gardens and all designated ceremony locations, except for The Big Oak Tree. A generator will need to be brought in for that location.

Q: CAN CARS BE LEFT IN THE PARKING LOT OVERNIGHT?

A: We prefer guests to pre-plan but we would rather them get home safely! If they are unable to drive, they will need to arrange a time to pick up their car by 10am the next morning.

Q: CAN I START HAIR + MAKEUP IN THE COTTAGE EARLIER THAN THE CONTRACTED TIME?

A: Pending availability, you may have early access to the cottage at a rate of \$200/hour.

Q: WILL WE HAVE ACCESS TO THE INSIDE OF THE HOME?

A: Access to the inside of the historic home is used only for the dressing suite for the wedding party + immediate family members.

Q: WHAT DO WE DO IF IT RAINS?

A: For peace of mind, many of our couples secure a tent as their rain backup plan. Tents can be placed on any of our lawns so your guests can still view the gardens. Otherwise, we work with your planner to make the rain call, if necessary, and move the ceremony under our existing tent. Ask us for more details or tent estimates/referrals!

Q: DOES THE TENT HAVE AIR OR HEAT?

A: The tent has (4) ceiling fans but AC may be brought in through an outside vendor. We can provide tent heating; however, it's important to note that for maximum efficiency, the tent sidewalls for heating and AC.

Q: HOW CAN I INCORPORATE THE IVY PLACE INTO MY WEDDING?

A: Depending on the season, the possibilities are endless!

- Garnish your champagne with wholesome berries
- Display jars of freshly-harvested honey from our farm as favors or in your hotel welcome bags
- Incorporate our vegetables into your dinner menu
- Ask your florist to incorporate our locally-grown flowers or natural foliage/greenery into your design
- Incorporate our sketches/paintings of our historic home and/or gardens into your stationery design



CONTACT US!

THE IVY PLACE

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VENUE MANAGER

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 follow us!



We can't wait to hear all the details!