



# hayloft

*on the arch*

AN *unforgettable* WEDDING DESTINATION



# Wedding Package & What's Included:

Sunday-Friday: \$5,000.00

Saturday: \$6,000.00

- The use of the barn & grounds. Including access to 30+ acres for photos, lawn games, etc. The 6,000 sq. ft. patio strung with bistro lights, a Grain Bin Bar & a 9' tall custom fire pit. Onsite (lighted/gravel) parking lot and a golf cart
- Event Attendants to direct guests to the ceremony or cocktail hour area, tend to bathrooms, and keep the property looking presentable throughout your event
- A Bridal Suite furnished to accommodate onsite hair & makeup with well lit makeup stations, a full length mirror, a place to hang dresses, ample seating & decorated with a soft feminine touch for those getting ready photos
- The Catering Prep Room with stainless steel prep surfaces, large double sink and a two door cooler. Along with other outdoor amenities for caterers
- Tables & Chairs including: 300 Fruitwood Chiavari chairs, thirty 60" round tables, five 48" round tables, thirty-five 8' long tables, ten 6' long tables, two half-round tables, one serpentine table, seven high boy cocktail tables
- Modern Restrooms located in the lower level, a handicap accessible restroom is also available
- Preferred vendor list of local vendors that are familiar with the property and aware of our high expectations and always exceed them
- Alisha; Owner & the Onsite Coordinator:
  - Years of event experience including 9+ years running Hayloft on the Arch & over 400 events held onsite
  - Available throughout the planning process via email, phone, FaceTime, or in person to answer questions regarding the venue, property, timeline, etc.
  - A month out meeting scheduled for 30 days prior to the event at the venue with the client and any key vendors to review details of the event, timeline and create a computer generated floor plan custom to each event
  - Final Meeting the week of the event, scheduled the Thursday prior to the event to discuss details of the event and drop off any preassembled decor. Typically at 1:00p, 2:30p, or 4:00p
  - Set up decor; if everything is preassembled & ready to be displayed
  - Onsite the entire day to assist with keeping to the event timeline, liaison between client & vendors
  - Clean up of decor for same night pick up or at a scheduled time the following day

# Ceremony Package & What's Included:

Onsite Ceremony Rate : \$1,000

- One hour midweek rehearsal - Typically held on Thursdays at 1:00p, 2:30p or 4:00p
- Ceremony location of your choosing
- 100 white padded chairs
- Set up (in desired location) & removal of chairs
- Tables for programs, favors, sand ceremony, etc.
- Golf Cart to transport guests to and from the ceremony location
- Onsite Coordination, Including:
  - Rehearsal coordination
  - Directing guests to ceremony location
  - Working with your DJ or Musician for timing of music
  - Directing attendants/bridal party down the aisle



Left: Our Chapel  
Right: The Patio Option  
Many other options to choose from as well.

# 2021 Bar & Beverage Packages

Open Bar Packages are priced on a per-person basis. Prices are subject to change. Wine & Beer selections may vary by season & availability. Shots are not served under any circumstances. Tax & Gratuity is not included in pricing. All packages include: complete set-up and break-down of the bar, any & all necessary glassware & bar equipment, unlimited ice, beverage napkins, experienced, professional bartenders, complimentary water table service & water stations for your guests, a personalized first round service for Bridal Party, and a complimentary champagne toast for the newlyweds. Any additional bar related questions, please contact the Event Coordinator at Michaels Fine Food & Spirits: 315.841.3077

## Beer & Wine Package

All Soft Beverages, Beer & Wine Selections From Below (Cash Bar Service Available For Mixed Drinks With This Package)

3 Hour \$21.00+ | 4 Hour \$23.00++ | 5 Hour \$27.00++

## Well Liquor Package

Barton's Vodka, Gin, Rum, Spiced Rum, Whiskey, Bourbon, Including all selections from below

3 Hour \$23.00++ | 4 Hour \$25.00++ | 5 Hour \$28.00++

## Call Liquor Package

Tito's Vodka, New Amsterdam Gin, Jack Daniels, Jim Beam, Bacardi Rum, Captain Morgan, Johnnie Walker Red, Including all selections from below

3 Hour \$27.00++ | 4 Hour \$29.00++ | 5 Hour \$35.00++

## Premium Brand Liquor Package

Grey Goose Vodka, Bombay Sapphire Gin, Maker's Mark, Jack Daniels, Chivas Regal Scotch, Bacardi Rum, Captain Morgan, Including all selections from below

3 Hour \$34.00++ | 4 Hour \$36.00++ | 5 Hour \$41.00++

<u>Soft Beverages</u>	<u>Beer Selection</u>	<u>Wine Selection</u>	<u>Mixers</u>
Coke, Diet Coke	Budweiser, Bud Light,	Chardonnay	Orange Juice
Ginger Ale, Sprite	Bud Light Seltzer,	Pinot Grigio	Cranberry Juice
Tonic Water	Coors Light, Labatt Blue,	Riesling	Pineapple Juice
Club Soda	Labatt Blue Light,	Cabernet Sauvignon	Grapefruit Juice
Lemonade	Michelob Ultra,	Pinot Noir	Grenadine, Sour Mix
	Saranac Pale Ale,	White Zinfandel	Fresh Fruit
	Yuengling Lager,		
	Founders All Day IPA		

## Cash Bar Service

A Minimum will be required if guest consumption does not exceed:

1-100 Guests \$1,000.00 | 101-150 Guests \$1,250.00 | 151-200 Guests \$1,500.00 | 201+ Guests \$2,000.00

## Outdoor Bar Service

\$200.00 Additional Fee for each additional outside bar service requested.

## Drink Stations Upon Entrance

(Served throughout the first hour)

Fresh Squeezed Lemonade & Iced Tea \$4/Guest

Infused Water \$3.50/Guest

Champagne Toast Served Tableside \$5/Guest

## Coffee Station

Regular, Decaf, Tea, Creamers, Sweetners, Disposable Cups \$3.50/Guest

## Premium Coffee Station

Regular, Decaf, Tea, Creamers, Sweetners, Sambuca, Kahlua, Irish Cream, Ceramic Mugs \$9/Guest





# Frequently Asked Questions:

At Hayloft on the Arch we strive to provide you with ample information while researching venues, below you will find a list of questions that are often asked before securing a date, during site visits or throughout the planning process.

## What is a Certificate of Insurance?

A Certificate of Insurance for \$1 million liability with Hayloft on the Arch listed as additionally insured is required for the day of the event. This is additional liability coverage for the property to cover your guests or any damage done to the property.

## How do I obtain a Certificate of Insurance?

Some of my clients will go through their (or their parents) homeowners insurance to add the COI to their policy, or they will go through an online insurance company such as Markel Insurance. See the preferred vendor list for their contact information.

## Where are nearby hotels & lodging?

Our Preferred Vendors List has quite a few hotels & other options to choose from. If you prefer AirBnB's or VRBO's you will find that there are some local options as well.

## Does Hayloft have a relationship with any local hotels for a discounted rate?

Unfortunately because our event season (May-October) aligns with local hotels busy season, they are able to fill their rooms regardless, it is important to set up a room block as soon as possible.

## Are there local shuttle services?

We do have a number of local shuttles services listed on our Preferred Vendors List. Uber & Lyft are also available in the area as well, but not always a reliable option.

## What is your cancellation policy?

We take our cancellation policy seriously, once a date is secured with a deposit and contract, that deposit is non refundable. If the event is canceled within six months of the event date the remaining balance is due.

## Are sparklers allowed?

Sparklers are allowed, we limit 40 sparklers and will coordinate with the DJ/Entertainment to facilitate the send off.

## Are Chinese Lanterns allowed?

Due to town ordinances & fire hazards, Chinese lanterns are not allowed onsite.

## Is an event planner needed?

Most of our clients find that an event planner is not needed, due to day of event coordination being included in the property rental. If you choose to hire a planner, we will take the back seat the day of, as to not step on toes, and assist where needed.

## Can the 10:00p end time be extended?

Unfortunately, due to town noise ordinances we stick to our 10:00p end time for events. Luckily we have Vernon Downs two miles from the venue & Turning Stone Resort & Casino eight miles from the venue that always has weekend night life!

### Are you a temperature controlled venue?

We do not have air conditioning, but because of the doors & windows throughout the building there is a consistent cross breeze to keep the facility comfortable. There are ceiling fans & exhaust fans to assist with warmer days as well. During the cooler months we do have heaters available to rent. The downstairs level of the barn is heated and air conditioned.

### When do rehearsals take place?

Because of Friday, Saturday & Sunday events, rehearsals are scheduled for the Thursday before your event, unless there is an event taking place that day. Time slots for rehearsals are 1:00p, 2:30p and 4:00p. If your bridal party cannot attend, that is okay - we will talk through the ceremony details including: who is walking to what songs and where they are walking from, etc. As long as Alisha is aware of the details she can go over anything with the bridal party the day of if necessary and coordinate the ceremony regardless of a full rehearsal or talk through. Also taking place during your rehearsal time slot if your final walk through & decor drop off.

### Can cars stay in the parking lot overnight?

We prefer cars stay overnight if needed so guests can arrive to their destination safely.

### Can I bring my dog to the event?

We understand that your fur baby's are part of the family as well. That is why we welcome them onsite before, during and after the ceremony for photos. We do ask that once cocktail hour is completed that pets are taken offsite due to the noise and environment that comes with the reception. We do ask that they are cleaned up after and any droppings are disposed of properly so future events can enjoy a clean property.

### Is Hayloft up to codes & regulations?

Hayloft on the Arch works closely with town officials to be sure that the property and it's building is up to codes and all regulations & that all licenses for the bar are in place. The property is inspected yearly as to obtain a Certificate of Occupancy.

### Should we purchase an aisle runner for the ceremony?

We find that when an aisle runner is used it can turn into a tripping hazard and somewhat of a cluster to lay it out before the brides entrance.

### What is the deposit? And when is final payment due?

1/2 of the building rental is due to secure the date, along with a \$500 deposit to secure the bar service. Final payment is due at your month out meeting including the ceremony fee if you plan to have it onsite.

### Are there local restaurants to host the rehearsal dinner?

Check out the Preferred Vendor List for my top local picks for intimate event venues or restaurants for your rehearsal dinner or farewell brunch.

### Are we able to bring in our own alcohol?

Alcohol must be supplied by Michaels Fine Food & Spirits - our onsite bar service, due to their liquor license.

### How many weddings are hosted in a day? Weekend?

Only one event takes place each day, but up to three a weekend. Site visits or monthly meetings are scheduled on event days depending on the intensity of the event.

### Is there an echo in the room when music is played?

Music, announcements, speeches, etc can be heard throughout the building without an echo.

### Is there enough power for the band or DJ?

We have three separate breakers set aside for the entertainment - power is no issue.

### Is there power throughout the room for uplighting?

Outlets can be found throughout the entire barn for additional lighting or other props.

How many guests can fit at a round table and what is its dimension/table cloth size?  
Up to 10 guests can fit at the round tables, they are 60" rounds, requiring a 120" linen.

How many guests can fit at a long table and what is its dimension/table cloth size?  
8 guests can fit at the long tables, they are 8' long & 30" wide, requiring a 90"x156" linen.

How many guests can the venue accommodate?  
Hayloft on the Arch can accommodate 300 guests seated. The largest event we have done to date was 280 guests seated in the loft with all long tables.

What if there is inclement weather?  
Central New York weather can be unpredictable, no matter the season. The Thursday before your event at the final meeting we will discuss the inclement weather plans if the forecast is unfavorable. If the ceremony is moved inside - guests typically sit at their reception tables, the tables are moved so a clear aisle is created and the Bride & Groom will get married at the far end of the loft. An outside option is still set and in place & chairs are wiped down if necessary to have an outdoor ceremony. The "final call" can be made as close to 10 minutes prior to the ceremony or however long vendors need to position themselves accordingly - this usually relies heavily on the DJ or musician.

Is there power for the ceremony musician if the ceremony is held away from the barn?  
We have a small portable generator, so power is readily available wherever needed.

How many cars does the parking lot accommodate?  
Our gravel, well lit parking lot can accommodate over 110 cars with overflow parking available as well.

Are insects ever a concern?  
We consider ourselves lucky that, although we have the country atmosphere, we do not have all of the country vibes. We have never had a mosquito or insect problem.

Where would I get additional ceremony chairs?  
100 chairs are included with your ceremony package, if you prefer to rent more you can. Adam, with Tent All Rent All has chairs that match ours. Check out the Preferred Vendors List for his contact information.

Are the bistro lights included in the property rental?  
The bistro lighting, fan lights, bar lighting, industrial chandeliers in the bar area & the Edison bulb globe lights are all included, as well as the outdoor string lights.

Can a tent be used as a back up plan for a ceremony or cocktail hour?  
A tent can certainly be rented through an outside rental company for inclement weather or shade from the sun. We always highly recommend Adam with Tent All Rent All - Check out the Preferred Vendors List for contact information.

What does the average wedding cost at Hayloft on the Arch?  
There are so many variables with the bar & food it is hard to gauge an average cost. We may see a \$10,000 wedding on a Friday & a \$60,000 wedding on a Saturday - Hayloft is a great option if you want to be thrifty or if you want to splurge. We recommend reaching out to caterers to get an idea of pricing.

Who supplies the linens, china & flatware?  
Typically the caterer will supply these items. It is great to go through a full service caterer for this reason.

Can we bring our own props?  
Feel free to bring any props you choose — keep in mind that if it is something that is heavy or that may require more than one person to move, plan accordingly as Hayloft on the Arch staff will not move heavy items.



Can we bring our own ceremony arch?

You can bring your own arch as long as Hayloft on the Arch staff is not responsible for setting it up, moving it, or placing it in the preferred location.

There is a bridal suite, but is there a place for the groom & groomsmen to get ready?

Most of the time we see the gentlemen utilizing a nearby hotel or lodging to get ready & come onsite when they are needed by the photographer.

Can we bring in breakfast while we get ready in the bridal suite?

The catering room is across the hall from the bridal suite and a great place to stage a breakfast buffet while the Bride & her maids get ready.

Are children allowed onsite?

Of course! However, we do ask that they are accompanied by an adult at all times. There are plenty of opportunities (the stream, silo, fire pit) that if left unattended children could get hurt.

If you find you have a question that was not answered, please

call or text: 315.761.7695

email: [alisha@hayloftonthearch.com](mailto:alisha@hayloftonthearch.com)

# Preferred Vendors

At Hayloft on the Arch we take pride in having a seamless event. Below you will find a list of vendors who are familiar with the property and who we have worked with countless times. These are people we highly recommend and trust to exceed your expectations.

## Caterers:

Michaels Fine Food & Spirits	315.841.3077	michaelsfoodandspirits.com
The Black Stallion	315.829.2203	theblackstallionny.com
Ray Brothers BBQ	315.893.7200	raybrothersbbq.com

## Photographers & Videographers:

Janelle Rodriguez Photography		janelleshootsphotos.com
Tom Harmon	973.664.7427	tomharmonphotography.com
Tom Studios	315.355.7651	tomstudios.com
Gavin Law Videography		gavinlaw.tv
Two As One Media	315.709.9398	twoasonemedia.com

## Entertainment:

Black Tie Entertainment	315.492.7985	btedj.com
Ormond Entertainment	315.423.8347	ormondentertainment.com
Route 22 Music & More	315.806.4332	haroldbattles@ymail.com
The Swooners		theswooners.com
Something Else		klockrock.com

## Desserts:

Desserts Beyond the Ordinary	315.733.8799	
Marios Bakery	315.452.3306	mariositalianbakery.com
Serendipity	315.725.6001	

**Transportation:**

Hale Transportation	315.853.8670	haletransportationgroup.com
Birnie Bus	315.336.3950	birniebus.com
Northeast Limosuine	315.361.5466	northeastlimousine.com

**Accommodations:**

Turning Stone Resort & Casino - 8.9 miles	800.771.7711	turningstone.com
Harding Farm - 6.2 miles	315.525.8848	hardingfarm.com
Marriott Fairfield Inn - 8.4 miles	315.363.8888	
Microtel - 9.3 miles	315.367.2018	
LaQuinta - 8.7 miles	315.231.5080	
Vernon Downs - 2 miles	315.829.3400	vernondowns.com
Homewood Suites - 11 miles	315.801.7200	
Hampton Inn & Suites - 11 miles	315.793.1600	

**Beauty:**

Tease & Makeup		teaseandmakeup.com
Espo & Co.	315.864.3012	
Dollface Artistry	315.617.3257	

**Floral & Decor:**

Affections Floral	315.697.2006	affectionsfloraldesign.com
Mary's Forever Flowers	315.761.7716	marys4everflowers.com
Whistlestop Florsist	315.656.2236	whistlestopflorist.com
Jay Flora	518.212.7107	jayfloradesigns.com

**Decor & Rentals:**

Tent All Rent All	315.922.7442	tentallrentall.com
Pretty Little Vintage	585.808.1904	prettylittlevintageco.com
Adirondack Ink	315.796.2394	theadirondackink.com



**Invitations:**

Julia Yates Design		juliyates.com
Handmade Darling	845.416.1459	handmadedarling.com

**Officiant:**

John McInerney	315.495.2686
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**Insurance:**

Markel Insurance	800.431.1270	markelinsurance.com
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**Extras:**

Majestic Fireworks	315.853.2237	majesticfireworksinc.com
The Cremeria	315.967.3336	thecremeria.com
Airborne Adventures	315.761.8201	flyairborne.com
JK Percherons	315.224.0293	jkpercherons.com
Mirror Me Photo Booth	315.761.7716	marys4everflowers.com
Rose & Dale Co. Airstream Photo Booth		roseanddalephotos.com
Mr Soft Serve Icecream	315.725.1450	mr.softserve1@yahoo.com

**Local Attractions:**

Vernon National Shooting Preserve	315.829.2529	vernonnational.com
Madison County Tourism		madisontourism.com
Oneida County Tourism		oneidacountytourism.com

**Rehearsal Dinner Locations:**

Creekside Inn	315.280.0025	creeksideverona.com
Michaels Fine Food & Spirits	315.841.3077	michaelsfoodandspirits.com
Hamilton Inn	315.228.2125	hamiltoninn-ny.com
Black Stallion	315.829.2203	theblackstallionny.com
Apple Bettys - Dinner or Brunch option	315.829.4875	applebettys.com
Marble Hill Inn - Dinner or After Party	315.363.9787	marblehillinn.com