

- Q) Is a wedding rehearsal included in the price for a ceremony-only or ceremony and reception?**
- A) Yes. Depending on our schedule of events during the week and weekend, we cannot guarantee that your rehearsal time will be able to take place the day immediately before your wedding, but you are guaranteed rehearsal time sometime during that week before the wedding. Rehearsals are generally not scheduled further than three months out from the wedding date. *For a ceremony and reception:* The wedding party may schedule a rehearsal for a day before the event at a time agreed upon by the Venue Rental Coordinator. It can be two hours total and cannot go any later than 7:00pm. *For a ceremony-only:* The wedding party may schedule a rehearsal for a day before the event at a time agreed upon by the Venue Rental Coordinator. It can be one hour total and cannot go any later than 6:00pm.
- Q) What may be used for the wedding throw/send-off?**
- A) Given the location in the gardens, we only allow natural flower petals (rose petals and lavender buds are popular choices); bubble machines may be used, and items that can be waved (pom-poms, bells, glow sticks, etc.). You may not use sparklers or throw rice, glitter, confetti (including eco-fetti), or bird seed.
- Q) I want my pet to take part in my wedding—are pets allowed on the property?**
- A) Dogs and other pets and animals are not allowed on the property, with the exception of service animals. Any involvement of a pet must be approved in advance by the Venue Rental Coordinator.
- Q) We are having our wedding ceremony in the gardens/on the lawn. Do we need to rent chairs?**
- A) Yes. The Dixon's chairs are only allowed in the Hughes Pavilion and on the connected terraces. Please see our list of suggested vendors for chair rental.
- Q) Can the Hughes Pavilion accommodate an event tent?**
- A) Yes. The main, large outside terrace may be tented, but we do not provide the tent. Side terrace tents are not allowed without prior permission from the Venue Rental Coordinator and may not be allowed at all if there is a high risk of plant damage. Wedding ceremony locations in the gardens may not be tented. Tent set up and break down must be scheduled and approved by the Venue Rental Coordinator in order to prevent interference with any other events, and back-to-back event groups that both want a tent must use the same tent company for their tent. Tents may be provided by Amerispan Tents or Mahaffey Tent & Event Rental; any other companies must be approved in advance by the Dixon.
- Q) Where are photographs permitted?**
- A) You may use any area at the Hughes and anywhere in gardens, as long as you and your photographer(s) stay on paths and in grassy areas; you may not stand in flower beds or walk off of paths, and photos may not be taken inside the museum building. Along with time on the wedding day, couples also receive two hours of time outside of their booked date to take engagement or bridal portrait photographs—this must be scheduled in advance and it must take place during museum hours, unless another time is approved by the Venue Rental Coordinator.
- Q) Do you offer any inside locations for the ceremony in the event of rain?**
- A) No. We recommend renting or reserving a tent for the main terrace at the Hughes and holding the ceremony under the tent.

**Q) Can my event go later than 11pm?**

A) No. Residential noise codes in the area ask that music stop at 11pm, and the last hour of the night is to be used for clean-up and vendor item pick-up.

**Q) Can I have my rentals and other items delivered earlier than the day of the event and/or picked up after the night of the event?**

A) All vendors should plan to deliver/set up and pick up/clean up the same day as the wedding; this includes delivery of ceremony (and reception) chairs, dishes, linens, and other rentals, as well as dropping off personal items. We generally have tents go up the Friday before the wedding and come down the following Monday, but this is not guaranteed and depends on what else is going on in the space during the week before and after the wedding. Any exceptions to the contracted time frames must be approved in advance by the Venue Rental Coordinator and will be made in the final weeks leading up to the wedding.

**Q) Do you have a bridal room available?**

A) No. We do not have a bridal room available on property. Most of our brides get ready at someone's home, at a salon, or at a hotel/Airbnb. When available, we may be able to offer the Leatherman Studio as a waiting area in the afternoon (while the wedding party is taking pictures and for those who need a space to wait and hide before the ceremony starts on property), but this space is not guaranteed and is not always available due to other activities that occur in the space. Water and snacks are allowed in the space and restrooms are available close by. Hair and makeup may not be done in the room, but touch-ups and clothing changes are allowed. Any items brought into the room should be removed before the reception starts.

**Q) Can my guests leave cars overnight if they're not able to drive themselves home?**

A) Yes. Cars may be left on property overnight and will not be towed unless left on property for an extended period of time. For Saturday weddings, please note that our hours on Sunday are 1pm-5pm, so vehicles may only be picked up during this time frame; we cannot arrive early or stay late to accommodate vehicle pick-ups.

**Q) Do you provide wedding coordination or planning services?**

A) No. The Venue Rental Coordinator manages the venue and bookings, particularly time frames for setup/deliveries and clean-up/pick-ups, but does not function as a wedding coordinator and cannot provide such services. It is strongly recommended that you work with a wedding planner to help keep everything in order, and it's important to keep the Venue Rental Coordinator up-to-date with information about the wedding day.

**Q) Will the Venue Rental Coordinator be present during my wedding day?**

A) Generally not. We have a Special Events Manager-on-Duty who handles weddings and other evening and weekend events. This person is in charge of maintaining the venue during the wedding (check lighting and temperature, stock bathrooms, work with the parking lot guard, etc.) and is given all of the pertinent information about the wedding (floor plan and vendor list with times, as well as itinerary and rental lists, if available).

**Q) What is expected of us and our vendors at the end of the night during clean up?**

A) Caterers must pick up and remove all trash in and around the building and pathways and break down their food and drink tables. The kitchen must be mopped, equipment must be wiped out and turned off, and counters and cabinets must be wiped down. Any items that haven't been approved to stay overnight must be removed. Clients are not expected to vacuum, wipe down Dixon tables or chairs, or clean restrooms.

**Q) Are the ceremony areas or the terraces at the Hughes lit overhead?**

A) No. There are no overhead lights in any of these areas. Lighting is needed over the main terrace at the Hughes and is recommended for any bars on the side terraces; candles are helpful for other tables. Ceremony areas do not need to be lit unless the ceremony will last past sunset; please keep in mind Daylight Savings Time when scheduling your ceremony.