



# Wedding & Event Venue Frequently Asked Questions

## What does my rental include?

Included in your rental of either the Studio, Studio & Grounds or the Studio, Grounds & Tent:

- Access to the Gallery is included with your rental of the Grounds
- Electricity on the property
- Access to Grounds pre & post event for photography
- Wheelchair accessibility
- Access to the kitchen for prep and staging. Please note the kitchen does not have cooking equipment or an oven. Your caterer is responsible for on-site food prep.
- On-Site Parking of up to 20 cars. Additional parking can be arranged within walking distance to the property.
- Access to interior bathrooms. Please note that we require the rental of a portable toilet if your party is 150 people or more.

## What is the capacity?

The maximum capacity of the Studio

115 people- studio & terrace	standing room only
95 people- studio	standing room only
80 people- studio	auditorium seating
60 people- studio	seated with tables

Tent capacity is based on tent set up. The tent is 40'x80' and sample templates can be requested through Orange County Party Rentals, (845) 342-5611.

## What is the Studio?

The Studio is the large yellow building on the property. The Gallery is the smaller building next to the cobblestone drive way.

## Do I need insurance?

Yes, Special Event Liability Insurance is required from all renters with a single limit liability of no less than \$1 million, and general aggregate liability of no less than \$2 million. Vision Hudson Valley shall be named as an additional insured of said policy.

## Can we have liquor on the property?

Yes, though you will need a permit. Your caterer may already have one.

## When is set up & breakdown?

Start set up by 8am with breakdown completed by 11 pm.

## Tours are available by appointment.

To arrange a tour please call 845-469-9459 or email [info@occitizensfoundation.org](mailto:info@occitizensfoundation.org).