



*Erin Estate*  
— A VENUE AS UNIQUE AS YOU ARE —

## WELCOME TO OUR FAQ'S

**Follow us on Instagram for updates and inspiration!**



### Where do I direct my questions to?

Our preferred method of communication is e-mail.

Please e-mail [events@erinestate.ca](mailto:events@erinestate.ca) with your inquiries. Alternatively, you can call 289-218-7663.

## **Do you have a Preferred Vendors List?**

Yes, we love our preferred vendors! Please see our list. (Note: Only caterers pay landmark fees; you are welcome to bring whatever vendors you choose on or off our list)

## **Do I need a Day-Of-Coordinator?**

It is a requirement to have a professional Wedding Day-of-Co-ordinator at Erin Estate that is not a guest. We can make some great recommendations if you're looking for one.

## ***What does my DJ need to know?***

DJ's must sign a DJ vendor agreement! Or they will not be permitted to operate at Erin Estate.

We have wifi on site, but we recommend downloading all playlists prior to your event.

Sound System with Wireless Handheld Mic included for the Ceremony. Includes the Fender Passport Mixer/Amplifier with 6 Channels

Inputs: 4 -XLR inputs, 1 -1/4"input, and 1 - 1/4" input or Bluetooth

Output (Typically for Videographers looking to Capture the audio): 1 - 1/4" Output

If you are looking to rent our sound system for the Reception it is the same Fender Passport Mixer/Amplifier with the Speakers shown in the picture, and handheld wireless mic. It is available for rent, please inquire or see our pricing brochure.

## **What about Photography/Videography?**

Photographers and Videographers are permitted to take pictures and video during the operating hours of your event throughout the property inside and outside. The use of drones is permitted as long as they are in compliance with Provincial and Federal Regulations. It is the responsibility of the operator to know whether they are compliant.

## Can we use the TV?

Slideshows/videos to be provided 24 hours prior and must be on a USB. If your media has audio please let us know 24 hours in advance to allow time to connect to our sound system.

## House Rules

Cars can be left over night and picked up the next day by noon. On demand transport not available, make sure guests are aware this needs to be done in advance. Smoking must be done 9 meters from any opening door and all butts need to be disposed of.

## Bonfire Package

Bonfire starts at dinner time when your guests are seated and is maintained for the remainder of the event. If it rains you will be refunded for this service. Though we do not provide smores or sticks, you are welcome to bring your own.

## Decor

Decor vendors or friends and family are permitted to setup during the operating hours of your event (most events start at 8am and conclude at midnight). They are also required to fully cleanup after themselves on the conclusion of your event. Any additional hours needed for setup and cleanup will be the responsibility of the client and billed at \$800 + HST per hour. Failure to cleanup or remove decor will result in Erin Estate staff removing and disposing of the decor and billed for any applicable costs in the removal process.

If you are bringing table runners for the Harvest tables we recommend table runners that are 120". The harvest table will go 6" off each end. For the 60" round tables you will need 120" round linens which will reach the floor.

Candles are permitted if they are in self extinguishing containers that go at least 1" above the wick. Also known as Hurricane Vases.

Fireworks are never permitted on site. Sparklers are allowed with 24 hours notice.

Coldsparks can be used in the Great Hall. Smoke machines can be used at in the Ceremony space with a power source, but never indoors.

All possessions must be removed by noon the following day or will become the property of Erin Estate

Confetti can only be used in outdoor areas and must be biodegradable.

## **Dimensions**

At Erin Estate we have 2 table options available in the Great Hall; Harvest Tables, and Round Tables.

### **Harvest Table Dimension:**

108" length x 35" width x 30" height

### **Round Table Dimensions:**

60" round x 30" height

Round Tables require linens that are 120" round

### **Head Table Backdrop Dimensions**

8' wide x 7' tall

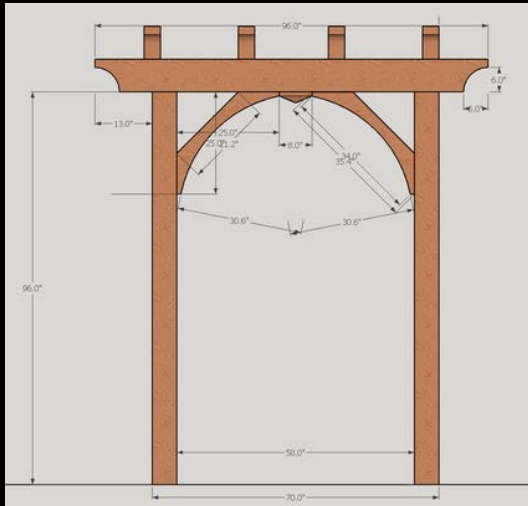
### **Ceremony Arbor Dimensions:**

Front Width: 70" outside post to outside post

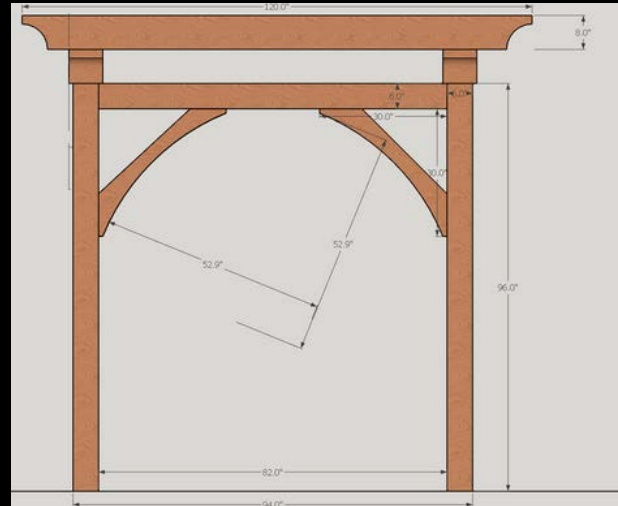
Top of Arbor: 96" total width

Height: 108" Total - 96" to inside top

**Front**



**Side**



## Floorplan

At Erin Estate, we do our best to help make your vision a reality. We will provide you with our recommended floor plans based on your guest count.

Things to note about creating a floorplan:

- No blocking any exit -this is a fire code regulation
- No blocking or restricting access with object placement to the washrooms
- No blocking serving access - Do not place tables or other objects in a way that will make it difficult for serving staff
- Once your floorplan is complete you must notify us to have it approved.
- If you are designing your floor plan in Prismm, select the 'Objects' tab, and in the search bar, search 9'. This will bring up all 9' objects. Select 'Banquet Table 9'x36" 14 seats'. Once you've placed a table in your floorplan select the object and then select the chairs tab, you can then reduce the chairs to a maximum of 4 on each side and 1 on each end.
- Round tables are 60" or 5' diameter and can hold a maximum of 8 chairs per table.

# In-House Catering

What's included in our 3 Course Meal?

1 hour passed Hors d'oeuvres during cocktail hour  
European Dinner Rolls with Butter  
Choice of Soup or Salad  
Choice of 2 Mains + \$3/Salmon + \$5/Steak  
Choice of Potato with Seasonal Vegetables  
Plated Dessert

Plates, flatware, chargers, table runners and napkins.  
NO LANDMARK FEES FOR IN-HOUSE CATERING

A 25% deposit is required to complete your in-house catering booking. Final price to be determined 30 days prior to your event with confirmed guest count. The final payment is due 7 days prior to your event via e-transfer.

Minimum guest count for in-house catering is 30 adults.

## Preferred & Non-Preferred Catering

Caterers take care of all food preparation, cooking, and food service. They are supplied with a commercial oven, a double basin commercial sink, a commercial refrigerator, and 6 stainless steel prep tables in the catering area. There are unsecured storage lockers in the catering tent where rentals and equipment can be stored for up to 3 days before and after an event.

Landmark fees:

\$0 for In-House Catering

Please inquire for Preferred and Non-Preferred Caterers or see our pricing brochure

Requirements for Caterers:

Catering Agreement (Annual), Business Licence, Proof of Insurance, Proof of WSIB or  
WSIB Exemption

Garbage disposal is provided by Erin Estate, however, caterers are required to clean the catering area upon conclusion of the event or charges may apply.

# The Bar

At Erin Estate all beverage services are provided through Erin Estate's in-house bar. We have 5 Bar Packages available with possibilities for customization on request. Erin Estate also possesses a Bring Your Own Wine Endorsement allowing clients to bring their own wine, bottle corking fee will apply. An Erin Estate team member will be in touch with you one month before your event to discuss the bar packages and any special requests.

## Alcohol Bar Packages

Open Bar - Client pays a flat rate for each guest over the age of 19

Consumption Bar - Client pays the tab for all drinks ordered (credit card hold required)

Cash Bar - Guests pay for the drinks they order themselves

## Non-Alcohol Packages

Non-Alcoholic Open Bar - Flat rate per guest or guests that are under the age of 19 for an event with alcohol open bar service. (Includes soft drinks, juices, coffee & tea)

Mocktail Open Bar Package - Flat rate per guest, includes Non-Alcoholic Open Bar Package plus Signature Mocktails.

## Charges

Minimum Bar Spend is \$1500 + HST + 15% gratuity

All Bar packages are subject to HST and 15% gratuity

All glassware is included, as well as bartenders.

Outdoor bar during cocktail hours is included with all Open Bar Packages.

Coffee and Tea is included with all Open Bar packages.

Sparkling wine is included with the purchase of the champagne tower package if you have selected an open bar otherwise sparkling wine is billed on a consumption basis.

# Rehearsals, Accessibility & Rain Plan

## **Booking Your Rehearsal**

This can be done on our website by selecting 'Book Appointment'

## **Self-Guided Site Visit**

You are welcome to book a self guided site visit at any time to help in your planning process, just visit [reinstated.ca](http://reinstated.ca) and select 'Book Appointment'

Our maximum occupancy is 160 guest, this does not include your vendors.

We are a pet friendly facility. The bride and groom are welcome to bring their fur babies but this does not extend to all guests. Registered service animals are always welcome.

We do not have outdoor games available but you are welcome to bring your own.

## **Accessibility**

Our ceremony space is a naturalized space that people in wheelchairs often navigate. We can also add additional seating above the stairs. The shuttle cart is available to guest who have mobility issues to help them move to different onsite locations.

The Great Hall is wheelchair accessible.

## **What happens if it rains?**

We watch the weather radar closely. Should we need to bring this issue to your attention we will do that 2 hours prior. We will work with your vendors to facilitate your back up option if necessary in the Great Hall. We do everything we can to adjust the timeline to facilitate your outdoor ceremony.



## Micro-Weddings

Includes 25 guest additional guests are \$150  
Guest 2 years old or under are free!

Ceremony - preset script with customized vow's and love story

Deposit for Micro-Weddings are \$2500

Self guided Rehearsals can be self booked online at [erinstate.ca](http://erinstate.ca).

Set up can begin in the Great Hall 2 hours prior to your event

2 hour cocktail hour with charcuterie and softdrinks for your guests served in The Great Hall. Alcohol available for purchase. We recommend a cash or consumption bar.

Adding a meal

You are welcome to add a meal as long as it is done within your 4 hour timeframe.

Additional hours can be purchased in advance.

In-House catering option is available but will require a minimum of 30 guest.



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