



Congratulations to you on your upcoming wedding plans!

*Thank you for considering **The Lilac Inn** as the perfect setting for your dream wedding. Our completely renovated 1909 mansion has hosted over five hundred weddings—ranging in size from two to two hundred and fifty guests, in any season. The feel throughout is that of a “small luxury hotel with personal service to match”. Each wedding here is very special and we tailor our services to match your personal interests and tastes. The Lilac Inn has been selected as one of the 100 best U.S. Wedding Destinations by Kathryn Gabriel Loving.*

***The Lilac Inn** is built around a cobblestone courtyard that can accommodate 250 guests under tents. The historic air conditioned Grand Ballroom is wrapped in oversized beveled French glass doors and windows to comfortably accommodate 125 guests. There are two acres of landscaped grounds with a picturesque gazebo as a focal point. The cascading pond with frog fountain, Vermont stonewalls, and slate stone benches provide the perfect setting for guests to relax and for unforgettable wedding pictures.*

Decorated in a relaxed but elegant style, the Inn is inviting, comfortable and incredibly romantic. Our nine guest rooms each with private tiled bath, feature contemporary amenities discreetly placed so as not to distract from the historic character of the mansion. Each room is unique and filled with treasures and antiques from over thirty years of collecting. Six real wood burning fireplaces add to the warm home away from home feeling. Our cozy library and English-theme tavern are perfect for reunion and relaxation with friends and family.

As a recent Mother of the Bride commented - We all so enjoyed having our important family event at the Lilac Inn. It felt like our home for the weekend, except, with someone else doing all the work!

Since your wedding is a time of family sharing and reunions with friends, we suggest at least a two-day event. Our package includes rehearsal dinner, reception and day-after wedding brunch. We welcome your selection of any or all of the events, and we look forward to helping you create the “wedding of a lifetime.”

We invite you to visit us in person, but if that is not possible at this time, we suggest you tour The Inn on our web site at <http://www.lilacinn.com>. We require a deposit of \$3,500 to confirm a reservation, with the balance (including Vermont's 9% rooms tax) progressively paid by contract schedule. Guests may be billed directly for lodging.

We would welcome the opportunity to create your special dream wedding with incredible lasting memories.

Sincerely,

*Shelly & Doug Sawyer
Owners & Innkeepers
800.221.0720 innkeeper@lilacinn.com*



General Wedding Information

Below is information based on the most commonly asked questions about planning a wedding at *The Lilac Inn*. We are here to assist you in any way possible with suggestions to make your special day a reality. As you progress in the planning process, no detail is too small to ask us to help you arrange.

Ceremony Arrangements

Wedding ceremonies may take place here at *The Lilac Inn* (in the library, near the grand staircase, in the grand ballroom, in the gazebo, by the pond, in one of the gardens, at one of the local churches or by a Justice of the Peace, in a covered bridge, or at one of the many historical/pastoral settings in Brandon. If desired, we will assist you with finalizing the ceremony location and make recommendations for music, floral and photographic needs. There is a \$250 setup fee for ceremonies at the Lilac Inn.

Food and Beverage Arrangements

Enclosed are menu options, as well as, pricing. We take pride in customizing our menus to meet your budget, special dietary needs, restrictions, or even a traditional family recipe. All liquor and beverages must be handled through the Inn. We are a licensed establishment with liquor liability insurance. Vermont liquor laws do not permit outside alcoholic beverages to be consumed in designated licensed areas. We encourage you to advise us of your selections for food and beverage at your earliest convenience and no later than 60 days prior to your wedding date. A final guest count must be provided 14 days prior to the event. This will be considered your minimum group guarantee. Your bill may be adjusted if additional guests are served. Meals for photographers, musicians, etc. will be an additional charge.

Restrictions

Vermont law prohibits any alcoholic beverage to be brought in from the outside. Exceptions for food must be approved in advance and will be subject to plating fees. Throwing of rice, glitter, confetti, or bubbles is **NOT** permitted either inside or on hotel grounds. Children must be under direct supervision at all times. Childcare will be required for guest lists with more than five children under 12 years of age. Out of consideration for our staff, six hours is allocated for the reception, with extended hours by arrangement. Due to local ordinances, music must conclude at 10 PM.

Facility/Coordination Fee

The facility/coordination fee of \$1,500 to \$3500 includes unlimited event consultation service, tables and chairs, white on ivory damask linens, all small wares (china, flatware and glassware) reception set-up, outside cocktail set-up, kitchen staff, bartender and wait staff plus the Bridal Suite on the night of your wedding. The fee depends on the day and the time of the year.

Lodging Requirements and Availability

Since your wedding is a time of family sharing and reunions with friends, we require that you reserve all nine rooms at the Inn for two nights. This insures only your family and friends are here for your special day. Check-in time for all rooms is 3 PM. A written room roster will be needed to allocate the rooms. In addition to the nine rooms in *The Lilac Inn*, there are over 60 rooms within walking distance and an additional 60 within a few minutes' drive.



Taxes and Service Fees

The State of Vermont 9% meals and room's tax is applied to all meals, rooms and the facility fee. The 10% alcohol tax is applied to all beverages. A 20% service fee is added to all functions meals and beverages.

Deposits

A \$3,500 deposit is required to reserve the date. The deposit may be made with an initial check or credit card for \$1,750 with the balance due within 30 days. The entire deposit is applied to the wedding contract. The deposit is refundable within the first 60 days, but is nonrefundable after 60 days. One half of the total contract amount is due 60 days prior to the event. Final contract payment is due 14 days before the event. We accept personal checks, cash or, cashier's checks, for all deposits and final payment. Final accounting reflecting additional charges or credits will be handled the day of the event.

*We look forward to working with you to assure *The Lilac Inn* becomes the perfect setting for your special dream wedding and lasting memories.*

Sincerely,

*Shelly & Doug Sawyer
Owners & Innkeepers
800.221.0720 innkeeper@lilacinn.com*