

MARY JANE DAVIS HARTWELL COMMUNITY ROOM

Rentals Manager

halerentals@wrhs.org
330-666-3711 x1712



Plan an Event to Remember

Nestled near the scenic Cuyahoga Valley National Park, Hale Farm & Village is the perfect location for a unique wedding, anniversary, reunion or corporate gathering. The Mary Jane Davis Hartwell Community Room is the newest addition to the gatehouse welcome center. This beautiful space is appointed with large windows overlooking the living history museum, a stone fireplace and rustic details. A separate entrance makes the space perfect to use privately or open the large connecting barn door and use this space in conjunction with the 4000+ square foot Gatehouse Welcome Center. The Community Room seats 120 banquet style, 162 theater seated and 72 classroom style. It is equipped with updated audio/visual equipment, wifi and private restrooms. Reasonably priced packages including catered meals are offered for groups of 25 or more. We would be happy to schedule a tour of this property.

Preparation & Set-up Preparation and set-up times must be coordinated with our Rentals Manager. Arrival time for renters and vendors is determined on a case-by-case basis. It is the renter's responsibility to provide details for all vendors. HFV staff will set-up the chairs and tables for your event.

Before or after your gathering consider offering; a tour of the living history museum, a hands-on team building activity or a handmade at Hale memento for your guests to take home.

Event Staff & Security Members of the Hale Farm & Village staff are required to be present at all rentals and events held on site. HFV staff will help to guide guests in parking if required and welcome them to the site. HFV will arrange and schedule this staff.

Payment Policies A 50% nonrefundable deposit is required to hold a date. The balance of rental and security fee is due no later than 30 days prior to the event. Payments may be made by cash, check or major credit card. Rentals for this facility are based on time and guest count.

Quick Facts:

- Accommodates 120 banquet style
- Seats 72 classroom style & 162 theater style
- All inclusive packages are available
- Additional options include site tours and team building activities



Decorations/Entertainment It is the responsibility of the renter and/or their vendors to hang and display decorations. No tacks, staples, or tape are permitted to be affixed to any surfaces. The renter and/or their vendors may not move items belonging to Hale Farm & Village.

Music The renter may provide their own music for a ceremony or other purposes. A harpist, string quartet, portable keyboard, etc. is permitted. There are no instruments available in the Meetinghouse. Delivery of equipment and/or instruments must be arranged in advance.

HARTWELL COMMUNITY ROOM PICTURES

