

Facility Rules Contract Supplement and
Vendor Resources



537 Jones Road, Granville, OH 43023

740-587-7053 * info@bryndu.com

www.bryndu.com

GENERAL RENTAL RULES:

- Additional tours shown by appointment.
- Final payment, insurance, and time-line are due two weeks before event
- Use of any alcohol on property requires permit and insurance per your contract.
- Outdoor events must conclude by 10:00 p.m. per Village ordinance.
- All events must conclude so that all guests are off of Bryn Du property by midnight.
- Vendors/caterers have until 12:30 a.m. to complete event cleanup and exit property.
- Clients need to acknowledge cleaning requirements.
- Extra charge for additional rental days and/or hours.
- Clients cannot hang any decoration on any wall or light fixture.
- Glass containers are prohibited on playing fields.
- Dumpster is on site (East side of main parking lot) for your convenience, see attached Cleaning Responsibilities list.
- Cars may be left in lot overnight.
- All tents must be installed by approved companies' w/Bryn Du supervision.
- No parking on grassy areas, this includes all automobiles, or other vehicles and/or heavy equipment.
- All vehicles must be in designated parking spaces and/or on blacktopped areas
- If additional parking is necessary, client should arrange off-site parking.
- Firearms are prohibited on the Bryn Du property.
- It is the Applicant's responsibility to provide adequate restroom facilities for outdoor events.
- Buses and large trucks must enter property through EXIT-No large vehicles through archway; please advise your vendors.
- Smoking in designated areas only.
- Equipment and décor may be placed outside overnight for morning pick up however any alcohol must be locked up.
- Field House and Mansion hours will be 10:00 a.m. - 12:00 a.m. unless arranged previously.
- Because of possible conflicts of multiple simultaneous outdoor events, event times must be coordinated and approved.
- No spray adhesive/paint inside any buildings or on any sidewalk or blacktop area.
- No glitter, confetti, similar materials or helium balloon release.
- No fog or smoke machines, they are prohibited in all Bryn Du buildings
- No lanterns containing fire are permitted
- ALL candles must be flameless.

MANSION SPECIFIC RULES:

- ❑ Bryn Du chairs are not permitted outside and Bryn Du tables are not permitted off the pavement.


FIELD HOUSE SPECIFIC RULES:

- ❑ Field House set up hours are available between 10am and 6pm on day before event.
- ❑ \$250 may be charged for any extra day of set up for a Saturday event.
- ❑ Any remaining cleanup must be done by noon, the day after event with prior arrangement with Mansion staff, see Cleaning Responsibilities list.
- ❑ Helium balloons are prohibited in the Bryn Du Field House.
- ❑ No heavy equipment or lifts are permitted in Field House or on patios.

GROUNDS SPECIFIC RULES:

- ❑ All dance floors on grass may only be placed for 24 hours and must be under a tent.
- ❑ Garden beds and pots should not be disturbed by guests.
- ❑ No parking on the Great Lawn with the exception of equipment drop off with permission from Mansion Director.
- ❑ No pick up or drop off in any portion of drive way-no stopping.
- ❑ For the safety of sporting event athletes, event markers/flag stakes must be plastic and must be removed; there should be NO wire or metal stakes of any kind.
- ❑ Front porch and patios are not available for sports teams to use.
- ❑ The upper level of the Field House is not open during sporting events.
- ❑ Port-a-Johns are adjacent to parking lots. Building facilities, including restrooms are not available to sports teams.
- ❑ During lightning storms or dangerous weather players and coaches should seek shelter in their vehicles.
- ❑ It is the Applicant's responsibility to provide adequate restroom facilities for outdoor events.

Caterers

 Village approved full service caterers that offer the appropriate liquor service liability insurance and event cleanup as per Cleaning Responsibilities page of this booklet as an inclusive benefit.

Berwick Manor Catering

(614) 235-7100
3250 Refugee Road
Columbus, Ohio 43232
berwickmanor.com

Bosc & Brie

(614) 985-2215
7625 N High St.
Columbus, Ohio 43235
Bosc&Brie.com

Cameron Mitchell Premier Events

(614) 848-4700
7619 Huntington Park Dr.
Columbus, Ohio 43235
cameronmitchell.com

Creative Cuisine Catering

(614) 436-4949
Columbus, Ohio 43229
creative-cuisine-catering.com

Doug's Far Side Deli & Catering

(740) 344-2231
Newark, Ohio 43055
www.dougsfarsidecatering.net

Granville Inn

(740) 587-3333
314 Broadway E
Granville, Ohio 43055
granvilleinn.com

Grill Restaurant Catering

(614) 349-0015
Eric Mason
Newark, Ohio 43055
thegrillfamily.com

Metro Cuisine

614-436-6369
www.metrocuisine.com

Made From Scratch Fine Catering

(614) 873-3344
7500 Montgomery Drive
Plain City, Ohio 43064
made-from-scratch.com

Two Caterers

(614) 882-7323
6800 Schrock Hill Ct.
Westerville, Ohio 43229
twocaterers.com

Private Event Insurance

eventhelper.com

Cakes

Cakes by Brenda Snow

9556 Steward Rd
Newark, OH 43055
brendasnowckaes@yahoo.com
(740) 349-0009

McClain Creations Custom Cakes

1843 Cherry Valley Rd
Newark, OH 43055
www.mcclaincreations.com
(740) 522-6075 or (740) 405-7075

Florists

Artiflora

(740) 587-3515
Granville
artifloragranville.com

Village Flower Basket & Gardens

(740) 587-3439
1090 River Road, Granville
villageflowerbasket.com

Event Décor

Pat Warthen Design Experience

Floral, lighting and decorative décor

740-258-0241

Patwarthen@yahoo.com

Event & Party Equipment

Main Events Party Rentals

(preferred tent provider)

(740) 322-6355

1015 Brice Street

Newark, Ohio 43055

maineventspartyrental.com

Personal Touch Party Rentals

(preferred tent provider)

(740) 689-6991

1540 Hubbard Rd.

Lancaster, Ohio 43130

personaltouchparty.com

Lasting Impressions Event Rentals

(614) 252-5400

1890 East Main Street

Columbus, Ohio 43229

lirents.net

Event Source

8875 Whitney Dr

Lewis Center, OH 43035

www.eventsource.com

(614)431-3000

Photographers

Julian Allen Photography

(808) 205-2072

julianallenphotography.com

Red Gallery Photography

614-794-1113

redgalleryphoto.com

JRD Photography

740-366-8109, 850-496-1464

jace_delgado@yahoo.com

Jim Sanders Photography

614-530-3022

jimsandersphoto.com

Style & Story Creative

614-401-6462

www.stylestorycreative.com

Martin Digital

<http://martindigital.co/>

740-258-2676

Event Coordinators

Scarlet City Events

Dina M. Gesouras

(614) 949-5771

dina@scarletcityevents.com

MMJ Weddings & Events

Meleka Jolliff

info@mmjevents.com

www.mmjevents.com

(614) 579-1092

Bliss Wedding & Event Design

info@blisseventsohio.com

www.blisseventco.com

(614) 216-4006

Wedded Perfection

Arielle Gavin, CEP

arielle@weddedperfection.com

(614)526-8933

Entertainment

Buckeye Entertainment

2280 Henderson Rd
Columbus, OH 43220
(614) 707-7671

www.buckeyeentertainment.com

D. J. Jay Productions

(740) 788-9546
dijayproductions.com

Jazz Arts Group - Dave Powers Trio

(614) 294-5200 x104
jazzartsgroup.org

Jeff Linn

The Highland Piper
(614) 800-6234
bagpiper-jefflinn.com

Mark Dantzer DJ

(614) 329-7042
markdantzer.com

Master Mix DJ

(614) 537-2762
www.mastermixdj.net

Night Music DJ

(614) 529-6777
nightmusicdj.com

Ryan Smith DJ

(614) 208-4824
ryansmithdj.com

Siren String Quartet

(614) 886-3962 Olivia Jackson
thesirenstringquartet.com

Todd Jones TEAM DJ

(614) 798-8794
teamdj.com

Tony Adams

740-334-7792

Trista Hill Harpist

(740) 363-5544
tristahill.com

2 Jazzy Guys (614) 226-3100

scottsteelman.wordpress.com

Aaron Hall

DJ AAA
614-595-5845
MagicalAttractions.com

Fish Market Band

Acoustic blues boogie, country,
swing trio
(740) 739-1561
booking@fishmakretband.com

Area Lodging

Broadway Guest House

**The Loft
Studio 555**
(740) 587-0321
Granville, Ohio 43023
thebroadwayguesthouse.com

Buxton Inn

(740) 587-0001
313 East Broadway
Granville, Ohio 43023
buxtoninn.com

Cherry Valley Lodge

(740) 788-1200
2299 Cherry Valley Rd Se
Newark, Ohio 43055
cherryvalleylodge.com

Courtyard by Marriott

(740) 344-1800
500 Highland Blvd
Newark, Ohio 43055
marriott.com

Doubletree by Hilton Newark

(740) 322-6455
50 N. Second St
Newark, Ohio 43055
newarkohio.doubletree.com

Granville Inn

(740) 587-3333
314 Broadway E
Granville, Ohio 43023
granvilleinn.com

Hampton Inn

(740) 788-8991
1008 Hebron Road
Heath, Ohio 43056
heathnewark.hamptoninn.com

The Welsh Hills Inn - A Country Bed & Breakfast

2133 Cambria Mill Road
Granville, Ohio 43023
(740) 321-1493
WelshHillsInn@gmail.com
www.WelshHillsInn.com

Officiates

Dee Krier Non-Denominational Services
740-787-1101/ 740-670-2400

Rev. Father Stephen Ayotte
614-507-6575

Jeff Gill, Pastor
740-587-4245

Mayor Melissa Hartfield (Granville)
740-587-0707

Rebecca Williams Zelanin
614-582-2739

Rev. Melanie Ayotte
614-507-6575

Victoria (Tori) Front
740-967-7529 (Cincinnati)

William G. Glazer
614-327-7477
marrymecolumbus@live.com

Transportation

Carriage & Sleigh Rides, All Occasions LLC
Patti & Wayne Smith
(740) 745-5733
alloccasionscarriage@hotmail.com

Pine Acres Carriage Service, LLC
www.pineacrescarriages.com
pineacrescarriages@gmail.com
740-262-3641 or 740-225-2258

The Fun Bus
Shuttle service
(740) 653-4600
funbus.com

Municipal Resources & Misc.

Information from various sources

Village of Granville
(740) 587-0707
granville.oh.us

Granville Township
(740) 587-3885
granvilletownship.org

Granville Police
(740) 587-1234

Granville Area Chamber of Commerce
(740) 587-4490
granville.oh.us

Licking County Chamber of Commerce
(740) 345-9757
lickingcountychamber.com

Explore Licking County
(740) 345-8224
explorelc.org

Ohio Liquor Control
Temporary and special function permits
(required for alcohol sales only)
liquorcontrolohio.gov

If you have questions about any of the services, or businesses listed here please contact us at (740) 587-7053.

In order for you to be able to plan ahead, here is a list of your cleaning responsibilities. Please let us know if you have questions.

Cleaning Responsibilities for the Bryn Du Field House

To be completed the night of the event:

- All food is out of the building
- All trash is out of the building and placed in the dumpster
*Boxes are broken down to conserve space in dumpster (lighted area located in East parking lot)
- No grease or food may be poured down the sinks or the outside drains
- The floor is swept and mopped
- The chairs and tables are folded and stacked; ready for pickup
- The linens are placed together or in a bag; ready for pickup
- The caterer's room is clean and empty

To be completed either the night of the event or the next morning if prearranged:

- Décor and other supplies are removed and picked up by noon.

The Field House and Patio areas should be in the same or better condition than arrival.

Cleaning Responsibilities for the Bryn Du Mansion

To be completed the night of the event:

- All food is out of the building
- All trash is out of the building and placed in the dumpster
*boxes are broken down to conserve space in dumpster (lighted area located in East parking lot)
- The floors are swept and mopped
- The chairs and tables are folded and stacked; ready for pickup
- The linens are placed together or in a bag; ready for pickup
- The kitchen is clean and empty
- All furniture is back in its original position
- All marketing signs are back in their original positions

To be completed either the night of the event or at prearranged time:

- The rental equipment must be outside ready for pickup
- Any other equipment or items must be outside ready for pickup

The Mansion and Patio areas should be in the same or better condition than arrival

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