

Hours of Operations

- The River Center is a shared public venue from 9 am - 5 pm Mon – Fri, and 8 am – 3 pm Sat - Sun
- Exclusive use is permitted after 5 pm Mon - Fri, and after 3 pm Sat - Sun

Our Services

- The rental fees do not include tables, chairs, linens, decorative lighting, or any additional services
- All-inclusive packages are not available
- Bridal suite is not available
- Our Rental Events Manager will not serve as an event planner or coordinator before, during, or after an event. We do encourage you to have an appointed event coordinator that you hire for at least the day of your event to ensure a stress-free experience.

Barn and Grounds

- The barn includes large ceiling fans to acclimate your space (Please note the barn is considered an outdoor space it is not cooled or heated)
- Electrical outlets are located through the interior and larger capacity outlets are available outside the south end of the barn for food trucks/caterers
- Wi-fi is not provided for rental events, however, there are vendors that can provide this service
- Modern bathrooms stocked with sufficient day-of supplies
- The room across from the barn's restrooms is off-limits and not available for rent
- Evening garden events may require additional lighting and power generator(s) – also provided through your vendor of choice
- Renters may download a [Facilities Clean-up Checklist](#) at the start of their event that outlines all requirements to receive a refund of your damage/cleaning deposit (This includes ensuring the site looks as it did when you arrived; Cleanup responsibilities include conveying all trash to the dumpster in the trash enclosure)
- The storage of any personal equipment or other accessory items is not permitted at any time
- Fire code does not permit open flame devices except those needed for food preparation
- Pet-Friendly grounds: leashes and clean up after your pets is required. Please note that pets are not permitted inside buildings.
- No smoking is allowed near any of the buildings.

Portable Dance Floor(s) and Tents

Portable dance floor(s) and tents are allowed under the following circumstances:

- All tents and dance floor(s) must be assembled and removed on the same day the event is scheduled
- No digging or excavation is permitted, and no shrubbery or trees are to be cut, trimmed, or injured
- No stakes are allowed anywhere on the grounds or lawn
- Rental companies are familiar with other methods of anchoring tents, canopies, and dance floor(s)
- Failure to comply with the above may result in additional charges, including **forfeit** of your entire damage and cleaning deposit.

Riverview Ranch House

- The restored Riverview Ranch House cannot be used as a bridal suite, lounge, green room/dressing area, or hairstyling station
- The Ranch House is available to use for photos and videos after 3 pm on Saturdays and Sundays
- Exceptions to this policy must be approved by the Executive Director

Ceremony Rehearsal

- A one-hour wedding ceremony rehearsal may be scheduled 3 months in advance at no extra charge
- A more elaborate wedding rehearsal/dinner (including food, beverages, music, or alcohol) will be treated as a separate rental event with appropriate fees and insurance requirements
- Rehearsal Dinner rentals follow the same setup and clean-up policies as regular events, with no overnight setup even when the events are scheduled back-to-back. There are no exceptions to this policy.

Security Guard

- Security guards from the River Parkway Trust's provider are required at renter's expense for events taking place after dark and/or serving alcohol
- Security Guard fees are based upon the number of guests, hours of alcohol service and are charged as a direct cost from our security provider, one guard per 50-100 guests, with a required minimum payment of four hours

Vendors

- All rental equipment (tables, chairs, etc.) and lighting equipment (if using) must be rented from a vendor on our Preferred Vendors list to ensure same-day, late-night pick up.
- Renters have the flexibility to choose an outside vendor through our approved vendor list