



Woodville Plantation



Plan on having your next event at Woodville.

Woodville Plantation offers a unique setting for small receptions, showers, lawn parties, corporate meetings, or any important event or celebration. Woodville Plantation is the oldest residence in Allegheny County that is open to the public, offering a unique 2-1/2 acre wooded setting that harkens back to the splendor of a late 18th century country estate.

Amenities:

- The Still House is a reconstructed building (circa 1820) with modern amenities inside, including a full kitchen and bathroom. The Still House may be rented for small events not exceeding 25 people.
- The Still House and grounds are available for lawn parties not exceeding 100 people.
- The Neville House at Woodville Plantation is a National Historic Landmark that dates to 1775. The Neville House is available only by special arrangement.
- A distinctive option that can be added to any event is a personalized tour of the Neville House.

Rates:

Still House Only	Still House and Grounds	Neville House	House Tour
\$125.00 (4 hrs.)	\$250.00 (4 hrs.)	\$1,000.00 (4 hrs.)	\$2.00 per person

Discounted Membership Rates (Basic & Above):

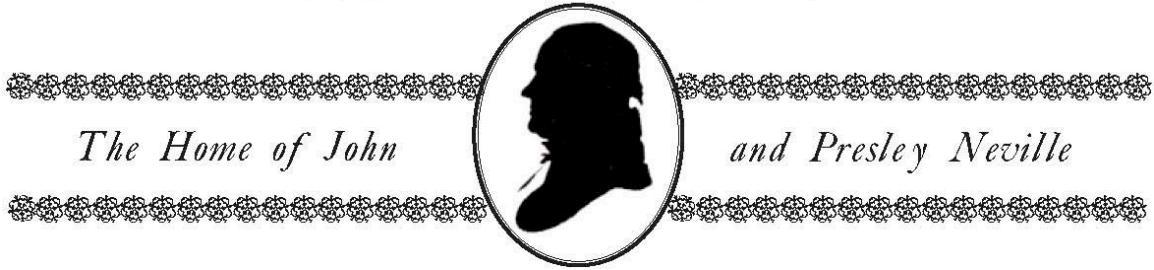
Still House Only	Still House and Grounds	Neville House	House Tour
\$100.00 (4 hrs.)	\$200.00 (4 hrs.)	\$800.00 (4 hrs.)	\$2.00 per person

Rental rates include lighting, heating, a/c, restroom facilities and kitchen facilities.

**If you are interested in renting any of the facilities, please contact us at:
Woodville Plantation • 1375 Washington Pike • Bridgeville, PA 15017
Phone: (412) 221-0348 • Email: johnneville@verizon.net**

**Phone will be answered Sundays, from 1-4 pm.
Messages may be left during the week.**

Woodville Plantation



Term of Agreement for the Rental of Woodville Plantation Facilities:

- The facility can be reserved by submitting a rental form and two checks: A \$50.00 non-refundable deposit along with a \$50.00 security deposit (to be returned following the event and after the premises are inspected and cleared). Balance of payment is due on the morning of the event. Please contact Woodville Plantation in advance to determine availability and to inspect the facilities.
- Tables and chairs for up to 50 people are available free of charge. Any additional tables or seating that may be required are the responsibility of the renter.
- Arrangements for a band, DJ or any other provision for music must be made by the renter. Electrical requirements must also be made by the renter. Noise must be maintained at an acceptable level for the neighborhood. All music must end by 10:00 pm. Musical events may be conducted between the hours of 10:00 am and 10:00 pm. Any consideration of music in the historic Neville House is limited and will require special permission of the Neville House Associates.
- Events may be scheduled on Monday through Saturday from 9:00 am to 10:00 pm. Sunday events can be scheduled through special arrangement and may only be held when programming activities at the site permit. Events, including clean-up time, may not extend later than 11:00 pm.
- Tents may be rented and used in the yard. They should be set-up by certified professional tent installers no sooner than 24 hours before the event and taken down by noon the next day.
- The facility is inspected before and after each event. If the facility is not properly cleaned the renter will forfeit the security deposit.
- Any damage to the site beyond the \$50.00 security deposit is the sole responsibility of the renter. Renter will be billed for all damages.
- No dogs, cats or other animals are permitted on the site. Animals assisting the physically impaired are permitted.
- Red wine and other colored beverages, including colas and colored fruit juices, are discouraged in carpeted areas. Any stains resulting from spills will be the sole responsibility of the renter, including replacement of carpets if necessary.

- Under no circumstances are minors permitted to consume alcohol on the premises.
- Food, drink and equipment may be delivered up to four hours before the scheduled event and NO SOONER. All items associated with the event must be removed from the premises by NOON the following day. Anything left past noon will become the property of Woodville Plantation.
- Events, including clean-up, should end no later than 11:00 pm.
- No smoking is permitted inside any facility or within the historic area of the grounds. The historic area includes all of the grounds located north of the parking area. Smoking is only permitted in the parking lot. No burning of candles is permitted, except for birthday candles. No open flames or fires are permitted.
- No decorations may be taped, pinned or nailed to the walls. No confetti may be used. No permanent marking may be left.
- All food and trash must be bagged and left in the proper receptacle after the event. Trash removal that exceeds five bags will be assessed an additional fee of \$25.00.
- No cars are permitted to be parked on the grassy area or on the graveled paths within the historic area.
- Rentals are assigned strictly at the discretion of the Neville House Associates exclusively.
- Check and complete the enclosed Inspection Checklist and return it, along with the keys, to the event chairperson.
- Occupancy of the facility is strictly limited to the above stated limits.
- **LIABILITY:**
 - Neville House Associates (NHA) shall have no liability to renter formatters neither beyond its reasonable control for consequential or incidental damages. In the event of NHA inability to perform, its liability shall be limited to the return of all or part of the rental fee. The rental party shall be liable for, and shall indemnify and hold harmless NHA from and against all aspects of the rental party and its guests, agents and employees of the premises during the rental. Such responsibility of the rental party shall include, without limitation, the following:
 - a. Damages to, or loss of, any property of NHA or others.
 - b. Personal injuries.
 - c. Food and beverage service compliant with applicable laws and regulations.
 - d. The purchase, transportation, obtaining of licenses and consumption of alcoholic beverages, including compliance with applicable laws and regulations and appropriate monitoring of alcoholic intake by users.
 - e. The renter shall assume liability for any material damages to the property incurred directly or indirectly as a result of their use of the property.

Woodville Plantation



The Home of John

and Presley Neville

I have read and agree to the rental terms and stipulations set forth in the terms of agreement:

Name: _____

Address: _____

Phone: _____ Email: _____

Date and Type of Event: _____

Times: _____

Renter Signature: _____

NHA Signature: _____

Rental Deposit Received: _____ Security Deposit Received: _____

Security Deposit Received: _____ Returned: _____

Balance-of-Payment Received: _____

Woodville Plantation



The Home of John

and Presley Neville

Rental Facilities Inspection Checklist

- _____ Remove all trash.

- _____ Clean kitchen; wipe counter tops, clean up spills, etc.

- _____ Remove all food and drink.

- _____ Turn off oven and stove if used.

- _____ Fold tables and chairs and lean against walls.

- _____ Run vacuum cleaner over carpet.

- _____ Close windows, if opened.

- _____ All trash, both indoor and outdoor, is disposed of.

- _____ Turn off all lights.

- _____ Lock all doors.

- _____ Return key with checklist promptly.

- _____ Report any damage to contact person.