

## FREQUENTLY ASKED QUESTIONS

**Q: How do we secure a date?**

A: A signed online contract agreement and deposit of 20% of the total event cost, is required to secure your wedding date. This payment is applied to the total cost of your event.

**Q: What forms of payments do you accept??**

A: We accept all major credit cards, personal checks, cashier's checks, money orders, and cash. There is a 3% fee added to credit card payments.

**Q: When are payments due and do you offer payment plans?**

A: Once you have secured your date with a 20% non-refundable deposit, the payment schedule will have a 30% non-refundable second payment, due mid-way between date of booking and date of event. The remaining balance must be paid in-full two weeks prior to the date of your event.

**Q: Is there a cancellation policy?**

A: If your contract is not fulfilled due to disaster, mandatory evacuation, government mandated closure, or documented military deployment, ALL payments, including the deposit, will be reapplied to a future date and neither party will be held responsible. Please note that a "move" or "change of date" may be handled as a cancellation and a new booking, which will require a new deposit.

**Q: Do you offer different packages?**

A: We offer ONE PREMIUM PACKAGE for EVERY reception! The price will change with the number of guests booked and the day of the week you have chosen to celebrate. We will be happy to customize a package for you as well.

**Q: Do you provide catering and alcohol too?**

A: Yes. Vintage Court is an all-inclusive package including hand passed hors d'oeuvres as well as a buffet serving your selection of menu items. A premium bar is included providing liquor, wine, beer, and soft drinks. Plates (off-white China), silverware, napkins, and acrylic cups are provided.

**Q: May we hold both our ceremony and reception at Vintage Court?**

A: ABSOLUTELY!!! There is an additional \$1,000 charge to have your ceremony at Vintage Court and you must provide your officiant.

**Q: Do you provide a day-of coordinator?**

A: Your team of wedding professionals will include a day of wedding coordinator. Your coordinator is on site to make sure your day runs exactly as planned. Your coordinator will be the contact for your vendors checking in and setting up. Other duties will include the preparation of a timeline for the ceremony and reception, organizing the lineup of the wedding party and getting them down the aisle. We are there for all the little details so that our Bride can enjoy every minute of her day.

**Q: May I extend my reception past the offered 3-hour time limit?**

A: You are welcome to add additional time to your reception. The fee is based on your headcount, bar package, and menu upgrades. It covers all food and drink served, as well as waitstaff and bartender(s) during the additional time.

**Q: May we have a live band at our event?**

A: Of course! There is a \$500 surcharge when having a live band for your reception entertainment. This fee covers the logistics incurred preparing the venue for a live performance (i.e., room reconfiguration, extra staff, clean-up). This cost also covers band member food and beverage during the event. Band members will not be included in your final headcount. Bands will have no more than *ONE HOUR* to set up, and no more than *ONE HOUR* to remove their equipment. There is no additional fee for ceremony musicians or a Second Line Band .

**Q: Do you offer a food tasting beforehand?**

A: We do not provide an individual food tasting; however, we host open to the public events and randomly scheduled open houses that give you the opportunity to sample our Chefs cuisine. Please let us know if you have any food allergies or if you prefer a customized menu. We will do our best to accommodate you.

**Q: May the bridal party dress at the venue before the ceremony/reception?**

A: Only the Bride may dress on site. Everyone's hair and make-up should be finished prior to arrival. All attendants, family members, and children need to arrive fully dressed and ready for the ceremony. Doors will open *ONE HOUR* prior to the ceremony.

**Q: I've booked my ceremony/reception with Vintage Court! Now what?**

A: Aside from making payments toward your final balance, we will need to meet with you two weeks prior to your wedding. This is when you will have your final meeting to confirm your ceremony/reception details. In the meantime, we are more than happy to answer any questions and to lend advice while you plan for your event. Please do not hesitate to contact us with anything you need!

**Q: Will my bridal party have a rehearsal before our event?**

A: Yes, rehearsals are scheduled on Thursdays at 5:00, 5:30, or 6:00 or Fridays before 3:30pm (Friday rehearsals must be approved). We will finalize your ceremony line-up during your final meeting.

**Q: When do I need to submit a final headcount?**

A: We don't need to have your final head count until your final meeting, two weeks prior to your wedding. If you are adding additional people to your reception, it is essential that we know in advance for staffing and catering purposes.

**Q: Are children included in my guest count?**

A: Children 5 years old and younger are not included in your final headcount. Children over 6 years old will be charged the contracted price per person.

**Q: Is my wedding party included in the guest count?**

A: Yes! Anyone who will be attending the reception will be counted.

**Q: What amenities are not included in the package?**

A: There are a few items we do not provide directly through Vintage Court that you would need to have supplied through an outside vendor. You would need to provide your own photographer, florist to design bouquets and boutonnieres for the bridal party, officiant (minister or justice of the peace) for the ceremony, and bakery for the wedding cake. When you book your event with us, we will provide you with a list of recommended vendors to help you choose quality merchants for all your needs.

**Q: Are outside vendors that I've hired included in my headcount?**

A: Yes, outside vendors working the reception will be included in your headcount (i.e., photographer, videographer, photo booth attendant).

**Q: Do you allow outside catering?**

A: No food or beverage, except for your wedding cake and/or groom's cake, may be brought into the facility or on the grounds without prior approval. Cakes are to be provided by the customer, and the baker should be a licensed, professional baker.

**Q: Who is responsible for cutting the cake(s)?**

A: After the cake is cut for pictures, your Vintage Court coordinator, and staff, will transport the cake to the kitchen, disassemble, slice, and plate (clear, acrylic plates). Our staff will hand pass the slices of cake to your guests. We prepare a box of sliced cake for the Bride and Groom to take at the end of the reception. If you are saving the top of your cake, a box will need to be provided by you or your bakery.

**Q: Are flower petals allowed?**

A: Of course! However, we only allow real flower petals.

**Q: Can we have an indoor ceremony at Vintage Court?**

A: Yes, if the weather is too extreme to utilize the outdoor ceremony space or if you are planning on a winter wedding, there is plenty of room inside to hold your ceremony and/or reception.

**Q: Can we have our engagement and/or Bridal photo session at Vintage Court?**

A: You are welcome to use Vintage Court and/or grounds for your engagement and/or bridal photo shoot based on availability. The bonus is your photographer can familiarize themselves with the venue if they haven't photographed at Vintage Court previously!

**Q: Do you allow a sparkler or confetti exit?**

A: Sparklers are allowed when executed by a professional company with proper insurance and permits. Confetti is not allowed inside or outside (No exceptions).

**Q: Do you allow candles?**

A: Candles are permitted if they are in a candle holder or something that catches the wax. Flame must not exceed the opening of the candle holder. Taper candles must be slow burning, non-drip, and have a large enough drip plate to catch any wax.

**Q: Can we add our own decorations to the wedding venue?**

A: We understand how important it is to create an atmosphere that is magical for both you and your guests. We invite you to make Vintage Court your own with wedding decor, to leave the decorating to us, or to hire professionals based on your wedding theme and vision.

**Q: What are the dimensions of each hedge wall?**

A: Sides: 8' H x 4'10" W    Center: 11' H x 9'2" W

**Q: Are there any overnight accommodations nearby that you recommend?**

A: Yes, please see the information listed below.

**Sleepy Lagoon** (located on Highway 25, 1.8 miles North of Vintage Court):

[https://www.airbnb.com/rooms/43391736?guests=1&adults=1&s=67&unique\\_share\\_id=d3e81a8d-1d0e-45fc-9357-259169c2a087](https://www.airbnb.com/rooms/43391736?guests=1&adults=1&s=67&unique_share_id=d3e81a8d-1d0e-45fc-9357-259169c2a087)

**Lacroix Loft and Landings** (located in the heart of Downtown Covington, 3.7 miles from Vintage Court):

[The Lacroix Loft & Landings – Rest & Relaxation in Historic Downtown Covington, LA  
\(lacroixcovington.com\)](http://lacroixcovington.com)

**River Paradise** (located in Folsom, 8.9 miles North of Vintage Court):

[https://www.airbnb.com/rooms/31980486?guests=1&adults=1&s=67&unique\\_share\\_id=3ef2ed53-9eb4-4bd1-82e0-0c3ae4ca6ca4](https://www.airbnb.com/rooms/31980486?guests=1&adults=1&s=67&unique_share_id=3ef2ed53-9eb4-4bd1-82e0-0c3ae4ca6ca4)