

VENUE DIAGRAMS

View our venue schematic to get a better idea of the space before you work here at The Manor House.

[Venue Floor Plans](#)

[Venue Dimensions](#)

FLORISTS

Hanging Installations

With any kind of installation, we require a professional to install/strike at the start and end of the event, family & friends will not be allowed to self install. Florists will be required to bring their own ladder and commercial lift for installations. The Manor House reserves the right to request liability insurance of any vendor working with our clients.

Candles

You are allowed to have real flame candles inside the venue, all candles must be in some type of glass container for fire safety reasons. We accept glass votive candleholders, hurricane lamps or glass pillar vases. Taper candles must sit on a drip plate (with at least 2 inches of space on either side of the candle) and be contained in a glass hurricane.

BAKERS/DESSERT

We have limited refrigeration available on site. Please make sure you time your delivery accordingly. Reach out to a coordinator for more details and timeline specifics.

PHOTOGRAPHERS / VIDEOGRAPHERS

While onsite please be conscious of moving furniture or turning off lights, once you are done with any given space please be sure to return it to its original state. We do not require licensing for drones flown here on or above property, however please be respectful of our neighbors and their privacy. Drones can only be flown during the client's contracted rental time of the main mansion, this does not include guest house rentals.

DJS / BANDS

The venue will supply linen and tables for the DJ or band. Keep in mind, we do not have any mc and sound equipment in the venue. Bands will be served dinner upstairs in our Roosevelt Lounge, this is also where they are welcome to take their breaks. All other vendors will be served in the Bar.

REACH OUT

If it's your first time as a vendor at our venue and you would like to set up a time to come visit the venue in person before the event - you can reach out to info@themanorhouse.com to schedule a time!

LOAD IN

Please park in the roundabout in front of our building. Please come through the front doors or through the South Ballroom doors closest to the roundabout. Vendor access does not begin until the clients contracted rental start time, we can not accomodate any early vendor arrivals unless pre-arranged with a Manor House coordinator.