

### • Does the Quonset have an open flame policy (i.e. candles)?

We do allow candles in the building and there is an event manager onsite for each event to ensure that nothing is placed in a dangerous position relative to anything flammable. If you do decide to use an open flame, all open flames must be contained in a votive or a vase.

# Does the Quonset have an in-house event/wedding planner?

Yes, we do have an event planner, and can assist with the planning and coordination of the whole event or day of event coordination. This person is available at an additional charge, please ask the event manager or owner of the venue for that fee.

• Does the Quonset require a one-day special event liability insurance policy?

The Quonset carries liability insurance, but we also require the client/renter to have a "Special Event Insurance Policy". Certificate of Liability Insurance naming the Quonset LLC and McPeak Ventures LLC as an additional insured. This document must be provided to staff 30 days before any scheduled event. Also, this insured that you shouldn't be held liable either!

#### • Is there adequate parking?

The Quonset has 19 spaces (2 handicapped included) on the Center Street side, along with 40 on-street parking spaces. Approximately 80 spaces on the Main Street side, south lot, north lot, and the lot between the north lot and Café Piazza parking, bordered by Piazza's parking blocks. There is a connecting walkway between the Main Street parking and the Center Street parking lots. Also, public parking is available on the Town Square.

## • <u>Is there space for a band/DJ?</u>

The amount of space available for stage area (band/DJ) and dancing depends on the size and plan for your event. We will be glad to provide you with a floor plan detailing the best possible use of the event space.

### • **REGULATIONS**:

No glitter, confetti, fireworks or birdseed is allowed on the property. Bubbles, sparklers, doves, natural flowers petals and butterflies are permitted.

• When does the Quonset require final layout/diagram and schedule?

These items are required at least two weeks from the event.