

Darlington House

Meetings & Conferences

Business Meetings, Conferences and Seminars	Monday - Thursday	Friday - Sunday
	\$900.00 – 4 hours use of first floor of house, patios, library, Rose Garden and kitchen. Set-up and break-down is not included in this 4 hour time frame and is not charged to the client.	\$2000.00 – 4 hours use of first floor of house, patios, library, Rose Garden and kitchen. Set-up and break-down is not included in this 4 hour time frame and is not charged to the client.
Overtime:	\$300.00 per hour	\$300.00 per hour
Deposit required:	½ of basic contract fee	½ of basic contract fee
Balance due:	60 days prior to event	60 days prior to event
If event is within 60 days of booking, the total amount of contract is due.		
\$500 Damage Deposit – Refundable deposit to cover damage and honor contract time. The deposit is refunded approximately two weeks after event.		
Cancellation Policy:	\$250.00 processing fee	\$250.00 processing fee
Funds are refundable , less processing fee, if reservation is canceled in writing at least 90 days prior to event.		

All Rates Confirmed at Contract Signing

- Maximum capacity at Darlington House is 200
- All events must end by 10pm. Food service will stop ½ hour before end of contract time
- All catering must be provided by one of the fine companies on our approved list
- Set-ups (chairs, tables, linens, etc) may be negotiated through your selected caterer

Darlington House is staffed 9am – 3pm, Pacific Time, Monday through Friday

Please contact us with any questions you may have:

- 858-454-7625
- events@darlingtonhouse.com