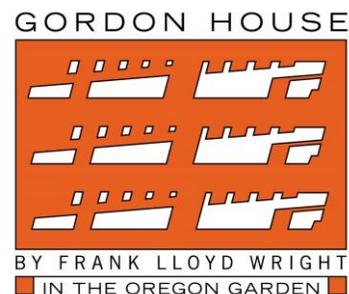


# GORDON HOUSE

## 2018-19 USE RATES

The Gordon House is the only building in Oregon designed by Frank Lloyd Wright and is listed on the National Register of Historic Places.

The Gordon House Conservancy encourages renters to recognize the effort and expenditure that has been undertaken to preserve and continue the restoration of the house while making it available for enjoyment by the public. Please read the enclosed summary about the Gordon House.



Meeting:	Contact us for availability	\$300-\$600
Reception:	Contact us for more information	\$400-\$1,000
Dinner:	Sit-down food buffet or service	\$600-\$1,000
Weddings and related social events:		\$1,500-\$2,000

## RENTAL POLICIES

Rates and policies are subject to change until a use contract agreement is signed.

Use fees vary according to the length of time, number of rooms needed, use of outdoor areas and other services requested.

All fees shown above include use of the Gordon House available tables and chairs where applicable. Gordon House staff does the set-up, takedown, and house cleaning before and after the event.

A deposit (usually 33% of the total fees) and a signed contract are required to secure a confirmed date reservation. The balance is due 14 days prior to the event date unless other arrangements have been agreed to in writing prior to the deadline. The deposit is non-refundable if the event is cancelled after the cancellation deadline.

A security deposit of 50% of the rental fee may be due 3 days prior to the event. The security deposit will be refunded in full if no damage has occurred. Damage is defined as occurrences that cannot be corrected by ordinary cleaning methods.

All food and beverage service (including alcohol) must be prepared and served by a caterer approved by the Gordon House Conservancy. Approval is based on required licenses for food and beverage service. Food/beverage prepared in unlicensed kitchens, homes or sold elsewhere may not be served, unless an exception has been agreed to. Caterers do not have access to the Gordon House until the time indicated on the signed contract, so please schedule your event accordingly.

The Gordon House Event Manager is happy to provide assistance in planning an event and, upon request, will provide a list of experienced caterers. Because of the limitations as a commercial kitchen, food and beverage preparation should be included in the discussion with a caterer. It is recommended that caterers plan a planning visit to the house with the Event Manager.

Due to the historic nature of the Gordon House, we reserve the right to refuse any function that is not compatible with the preservation of the house.