

## **Event Frequently Asked Questions**

### **Where do we get our marriage license?**

The Bride and Groom are responsible for obtaining their own license from the County Clerk from either the Bride's county of residence or the Groom's county of residence.

### **We have a lot of questions about obtaining the license. Where can we get our questions answered?**

You can get your questions answered by the County Clerk in your county of residence.

### **What happens to the license after we sign it?**

The officiate is responsible for filing your license with the Register of Deeds in the County the marriage was performed. The Oscar H. Hanson House is located in Dane County.

### **What does the Inn supply for the Intimate Reception Package?**

The size of the group and the need for indoor reception facilities dictate what the package includes. Packages for parties of 10 or less include cake, flowers, officiate, indoor/outdoor space, and clean-up. At no charge, the Inn will provide folding chairs (outside only), a table for the cake, white table cloth, knife and spatula for cake service, glasses for champagne, one glass of champagne per guest, china, forks, coffee, sugar, creamer, hot water, water pitchers, a garbage can and recycle bin. The Inn will also provide staff to assist with cutting and serving cake and beverages.

### **What does the Inn supply for Weddings between 11 and 40?**

Rates for weddings with between 11 and 40 guests are for space only.

### **What happens if I need to cancel my wedding?**

We understand that from time to time cancellations happen. Our cancellation policy states that the 50% down-payment is non-refundable. The down-payment is purchasing our availability. The inn, gallery, baker, and the florist are all reserved for your event. The baker and the florist will calculate the amount of business they can manage, order supplies and incur other costs based on your reservation. The Inn will hold the date for you, will not accept any other requests, and purchase supplies for your wedding. We hope you understand.

### **Can we use the kitchen?**

Our B&B license does not permit us to offer the kitchen as part of the space.

### **Can we bring kids?**

Yes. Children **must be** supervised. The Inn are not kid proof and our goal is to make sure that everyone has a good time. Bring quiet games to keep children of all ages occupied. Because of the age of the house, there is no running inside or

on the porch—pictures and other decorative elements shake and could fall and hurt guests nearby. Some hosts have hired sitters to supervise the children.

**Do you allow small pets at the Inn?**

Service animals are always allowed. Otherwise, no pets are allowed in the house, the gallery or on the premises. Doing so would be a violation of our licensure with the Public Health Department.

**Is someone at the Inn available to accept delivery of rental items?**

No. It is the obligation of the responsible party to be available for the delivery and pick-up of rental items.

**How much seating is available at the inn?**

The dining room table seats 8-10. If the weather is pleasant, there is seating for four more on the front porch and room for six more on the patio. Depending on the season, consider the impact of insects if you are holding an outside event.

**Is there a place to dress?**

Yes, if you reserve a room for that night, your room will be ready at 1 PM. Between 11 AM and 1 PM we are busy cleaning other rooms for our guests and preparing the inn for your wedding.

**Is there a place for smoking?**

Yes, while we have a smoke free facility and grounds, our smoking area is outside on the public sidewalk. An urn filled with sand is provided for extinguishing cigarettes.

**Is there dancing allowed at the Inn?**

Dancing is allowed outside in the lawn or on the concrete patio in the back yard. Dancing is **not** allowed in the house or the front porch. Our Inn is old and a little jumping shakes the whole house, moves pictures and disturbs breakables. For this reason, we also ask that children walk and not run in the house and porch.

**What happens if the event runs past 3 PM?**

We will begin clean-up at 3 PM. Other guests will be checking-in starting at 4 PM. Our goal is to make their stay and your event as memorable as possible. Please respect their time at the Inn.

**Who makes the cake?**

The cake is made by Pastry Chef and Bakery Consultant, Dan Vetter of Dan's Pastry Gallery. The sales office is located at 704 Townsend Street, Cambridge, WI 53523. For special requests, contact Bruce at 608-423-9942.

### **What flavors does the cake come in?**

Dan's Pastry Gallery offers many different varieties of cake, finger cookies, cheese cake, and other pastries. We have selected the three most popular to offer to our brides and grooms:

- Strawberry Tall Cake. The recipe for this cake originated in America in the 1820s. It is a very moist white cake filled with whipped cream and strawberries and frosted with white butter cream.
- Triple Chocolate Whammy Cake. The flavors from 7 types of chocolate combine in the crumb layer of this delicious cake filled with chocolate mouse and topped with white chocolate butter cream.
- Citrus/Poppy Seed Cake. A delicate white, poppy seed cake flavored with the zest of lemons and limes and filled with lemon curd and finished with white butter cream.

### **My aunt is an excellent baker and she will be making our cake.**

We like to hear about family shared recipes and traditions. Unfortunately, unless your aunt is licensed by the State of Wisconsin in the food industry and the cake is made in a professional kitchen, the State of Wisconsin will not allow the cake to be served in our Inn.

### **Where do the flowers come from?**

The flowers are ordered from one of two flower shops: Dutch Designs in Lake Mills, WI or Petals-N-Pieces in Cambridge, WI.

### **Can relatives stay for breakfast that are not staying at the Inn?**

Unfortunately, no. Our B&B license states that we can only provide breakfast for our guests.

### **I am planning an outdoor wedding but what happens if it rains?**

Our Inn can accommodate up to 10 people inside and on the front porch. Plan for the worst.

### **How big is the arbor?**

The arbor is 77 inches wide by 96 inches deep and 84 inches tall. The columns on the arbor are over 130 years old.

### **How big is the grassy area in the courtyard?**

The grassy area is 24 x 36 feet. The concrete walkway and patio are not included in these measurements.

### **How many chairs fit in the garden?**

Forty chairs fit comfortably in the garden. The courtyard could easily handle 80 chairs.

**Are candles allowed in the rooms?**

No. Our insurance coverage and local ordinances state no candles in the guest rooms.

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I understand that by signing below I am indicating the innkeeper has discussed the above frequently asked questions with me and I have had a chance to ask additional questions.

_____	_____
Responsible Party Signature	Date
_____	_____
Innkeeper Signature	Date