

New York Marble Cemetery, Inc.

www.marblecemetery.org

The following guidelines are a brief summary of our rental policies:

As an historic New York City Landmark and 501 (c) 13 not-for-profit corporation, The New York Marble Cemetery provides its half-acre walled garden to renters for appropriate events.

The Rental Agreement is nearly 20 pages long. These guidelines provide an overview of its key Terms and Conditions. The complete Agreement is available upon request.

Examples of past events include: Weddings; family birthday parties & reunions; private cocktail parties & political fund raisers; fashion shows & art exhibitions; corporate picnics & product launches; farmers' markets & plant sales; Shakespeare performances; play readings & acoustic guitar concerts; as well as numerous TV, film & magazine photo shoots.

- All events must be respectful (as determined by the Trustees) and appropriate for a sacred site. The site is presented for rental in “as is” condition. We never rent our garden for Halloween Parties.
- A maximum of 150 people are allowed at any one time, including vendors and catering staff. Wrist bands can be handed out during “open” events to help track the number of visitors.
- Rental rates begin at **\$2,500** for one-day Private Parties (such as weddings, family picnics, or not-for-profit organizations). Corporate events (such as fashion shows, product launches, or company picnics) begin at **\$5,000** for one-day events. Night time events cost **\$10,000**.
- Payment can be made by personal check or via the Pay Pal link on our website (with an additional 3% surcharge).
- In general, for daytime rentals, the access hours are from 9am until one half hour before sunset, which occurs at approximately 8pm in the summer, thus leaving time for clean-up.
- Any event which continues past sunset for any reason (including clean up) will be considered a night time event and charged accordingly.
- All renters, their guests and vendors must be gone, and the gates must be locked at sunset. Rentals by the hour are not accepted; Only one rental client per day is permitted.
- A conditionally refundable “key / clean-up” deposit check of **\$2,000** is required. The check will be returned uncashed, if all conditions are met.
- Additional **\$1,000 per day** will be charged for each additional “side” day used, including for a wedding rehearsal or post event brunch, tent / set construction or extra delivery / pick-up days.
- A **Private Event Insurance** certificate is required from the Renter two weeks prior to the event in the amount of **\$2,000,000 per occurrence**. This is available on the internet for approximately **\$280**.
- Dates are considered reserved only after the contract is signed by both the Renter and the Cemetery, and after the 50% rental fee is received. The second 50% fee is due two weeks prior to the event.

- Dealing with the weather is part of the risk taken by Renters when planning an outdoor event. Renters must make adequate arrangements for tents or schedule an alternative “rain date”.
- In case of rain storms, heat waves or similar “Acts of God,” an event may be postponed and/or rescheduled, without additional cost, on a mutually agreeable date.
- Liquor and food may be served (including on-site cook-outs). Outside catering and florist services, equipment rentals and tents are all permitted. Renter selects his own vendors.
- Tents larger than 20’x20’ require a special Assembly Permit from New York City Department of Buildings, but several small tents can be placed back to back, if needed.
- Deliveries must be met by the Renters, not by Cemetery staff. We loan the Renter a key for the gate.
- All garbage must be removed from the Cemetery on the day of the event. We participate in the Neighborhood Rat Prevention Program. There is no dumpster on site or nearby.
- No electricity or bathrooms are available on site. Portable toilets are allowed, but we recommend no more than two of them, and they must be placed in the alley, not in the garden.
- There is garden watering hose available for basic water needs. Night-time lighting for the alley and garden must be provided by the renter.
- Neither loud digital music or live bands (so as not to disturb the neighbors) nor dancing, (due to the fragile vault roofs beneath the lawn) are permitted. Quiet instrumental groups are permitted.
- Microphones and speakers are allowed with a 60db limit. Battery operated (not gas generators) are preferred, due to excess vibration, noise and fumes.
- Rental includes exclusive use of the garden and its facilities, including the free option to use our tables, chairs, benches, umbrellas and garbage cans. Renter must do the final “day of event” washing of any furniture and replace it back in their proper location when the event is over.
- Because the Cemetery is so fragile and historic, our maintenance staff are constantly inspecting, upgrading and maintaining our walls, vaults, shafts and gardens. Construction and gardening materials (including flats of flowers and wheelbarrows) are always in evidence.
- Prior to every event our staff will mow the lawn, weed the beds, sweep the alley and clean up litter.
- The Cemetery holds both Liability and Officers insurance.

For further information please contact:

Events@marblecemetery.org

or

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