



## *2025 Special Occasion Rates*

### **Empire Suite**

**Rate: \$190/hr. (5-hour minimum)**

#### **Includes:**

- Empire Suite 37'x56' indoor space, accommodates up 110 seated and up to 165 standing
- 60" round seating tables, 96" rectangular food and accessory tables (indoors only)
- Cross-back country vineyard chairs (Indoors only)
- Kitchen (sinks, cleaning supplies, stove, oven, griddle, grill, refrigerator, freezer, stainless counters)
- Highchairs
- Decorative chalkboard sign
- Ample parking
- Secure Wi-Fi
- Accessible restrooms
- Wrap around balcony overlooking the duck pond and apple orchard
- Balcony bistro tables and chairs (Seasonal. Must remain outdoors on the balcony.)
- Cathedral ceilings with skylights
- Oversized windows that offer ample natural light
- Heat and air conditioning
- Gas fireplace
- Elevator access
- Springdale Farm activities and petting zoo. Seasonal and available during farm hours
- Available hours between 11 am – 11 pm. 8 consecutive hours.
- Onsite venue staff support is not included with this package. Venue staff support is optional and can be added to your event for an additional fee.



## **Empire Suite**

**Rate: \$1450 (8-hour day. Save \$70)**

### **Includes:**

- Empire Suite 37'x56' indoor space, accommodates up to 110 seated and up to 165 standing
- 60" round seating tables, 96" rectangular food and accessory tables (indoors only)
- Cross-back country vineyard chairs (Indoors only)
- Kitchen (sinks, cleaning supplies, stove, oven, griddle, grill, refrigerator, freezer, stainless counters)
- Highchairs
- Decorative chalkboard sign
- Ample parking
- Secure Wi-Fi
- Accessible restrooms
- Wrap around balcony overlooking the duck pond and apple orchard
- Balcony bistro tables and chairs (Seasonal. Must remain outdoors on the balcony.)
- Cathedral ceilings with skylights
- Oversized windows that offer ample natural light
- Heat and air conditioning
- Gas fireplace
- Elevator access
- Springdale Farm activities and petting zoo. Seasonal and available during farm hours
- Available hours between 11 am – 11 pm. 8 consecutive hours.
- Onsite venue staff support is not included with this package. Venue staff support is optional and can be added to your event for an additional fee.



### **Cameo Mini-Suite**

**Rate: \$1200 (8-hour day)**

#### **Includes:**

- Sink
- Refrigerator
- Countertop
- Microwave
- Keurig
- Tables and chairs
- Smart TV
- Secure Wi-Fi
- Restroom and patio access
- Heating and air conditioning
- Accommodates up to 20 guests
- Springdale Farm activities and petting zoo. Seasonal and available during farm hours
- Available hours between 11 am – 11 pm. 8 consecutive hours.
- Onsite venue staff support is not included with this package. Venue staff support is optional and can be added to your event for an additional fee.

### **Orchard Pavilion Open air covered shelter:**

**Rate: \$350 (8-hour day)**

#### **Includes:**

- Orchard Pavilion, accommodates up to 100 guests
- Accessible parking
- Electricity hook up with fixed lighting inside the pavilion.
- 12 - 8' picnic tables
- Adjacent playground
- Carry in carrying out facility
- Restroom and running water access, handicap accessible (50 yards)
- This package is seasonal and weather depending
- Available hours between 8 am and 9 pm. 8 consecutive hours.
- Springdale Farm activities and petting zoo. Seasonal and available during farm hours
- Onsite venue staff support is not available with this package.



### **Special Occasion All-inclusive Countryside Package**

**Rate: \$3500 (8-hour day)**

#### **Includes:**

- Empire Suite 37'x56' indoor space, accommodates up to 110 seated and up to 165 standing
- 60" round seating tables, 96" rectangular food and accessory tables (indoors only)
- Cross-back country vineyard chairs (Indoors only. Linen chair pads not included.)
- Tent site (Balcony Courtyard, Apple Orchard, or Pavilion Courtyard options)
- Kitchen (sinks, cleaning supplies, stove, oven, griddle, grill, refrigerator, freezer, stainless counters)
- Highchairs - indoor only
- Decorative chalkboard sign - indoor only
- Ample parking
- Secure Wi-Fi - indoor only
- Accessible restrooms
- Wrap around balcony overlooking the duck pond and apple orchard.
- Balcony bistro tables and chairs (Seasonal. Must remain outdoors on the balcony.)
- Cathedral ceilings with skylights
- Oversized windows that offer ample natural light
- Heat and air conditioning
- Gas fireplace
- Elevator access
- This package is seasonal and weather depending
- Springdale Farm activities and petting zoo. Seasonal and available during farm hours
- Available hours between 11 am – 11 pm. 8 consecutive hours.
- Onsite venue staff support is not included with this package. Venue staff support is optional and can be added to your event for an additional fee.

**Note:** Customers are responsible for renting tents, tables, chairs, and accessories through a licensed and insured vendor. Tent packages must be approved by the Balcony Point Sales Director to ensure the site can accommodate the tent on the chosen date. Except for party tents, all decorations and rental equipment must be removed the same day of your event. Equipment deliveries and pickups must be coordinated with the Sales Director, ensuring that rental items do not impact other events.



**Audio Visual Equipment (Indoor only)**

**Rate: \$200/event**

**Includes:**

- Projector
- Wireless Microphone
- Secure Wi-Fi
- Windows desktop computer
- Microsoft office suite
- Wireless mouse/keyboard
- Presentation laser clickers
- Portable charging stations
- HDMI adaptors
- Portable webcam
- The hours for using the AV equipment must align with your event schedule.

**Wooden Hexagon Arbor Rental: (indoor events only)**

**Rate: \$125**





**Onsite Venue Staff Support Package:** Venue staff will be available to ensure a smooth, enjoyable experience for guests. Balcony Point venue staff do not provide event planning or day-of coordinating. Contact the Sales Director for recommendations for these types of services.

**Rate: \$25/hr.**

**Services Provided:**

- **Opening and Closing the Building.** Venue staff will arrive 15 minutes before your group is set to arrive to prepare to receive you and your guests. They will open the building and get the lights turned on.
- **Guest Relations.** Our venue staff will greet visitors, provide directions, and offer any initial assistance upon arrival. Everyone is warmly welcomed at Balcony Point. We ensure that every guest feels valued and enjoys their time at the venue.
- **Customer Service:** Address questions, concerns, and provide general information about the venue and Springdale Farm property.
- **Problem Solving:** Manage any venue or property related issues that arise during the event.
- **Venue Maintenance:** During the event, venue staff will ensure that all common areas, including the foyer and restrooms, remain orderly and clean. They will also refill complimentary items as needed throughout the event.
- **Support:** Venue Staff will ensure the protection of the venue and patrons by adhering to sanitation, safety, and New York State Liquor Authority rules and regulations.
- **Building and Grounds:** Balcony Point venue staff will maintain safe seasonal weather conditions by shoveling and salting the entrances to the building.
- **Audio-Visual Equipment:** (If applicable) Venue staff will distribute and collect AV equipment. Guests who have rented the venue must sign out the equipment and are responsible for its use. Staff can provide basic guidance on usage. All equipment must be signed out with staff at the start of your event and checked back in with a Balcony Point staff member at the end. The person renting the venue is responsible for the equipment, including any damaged or lost items, and will be assessed damage replacement fees accordingly.
- **Venue staff clean up responsibilities:** Staff will wipe down banquet tables, sweep, mop, vacuum floors. Clean the public restrooms, wipe down glass windows and doors.

**Guest Clean-Up Responsibilities:** While venue staff will support cleanup, Balcony Point is a carry-in/carry-out/leave-it-how-you-found-it facility. The Empire Suite, kitchen, mini suites, and common areas must be returned to their original condition, including but not limited to:

- Table cleanup
- Food cleanup, packaging, and refrigeration
- Decoration cleanup and removal
- Kitchen cleanup
- Trash removal

**Note:** Cleaning supplies are clearly labeled and stored in our kitchen for communal use. Please return them after use for the next group. If any supplies run out during your event, notify the staff. Cleaning fees will be assessed if the space is not returned to its original condition. Contact the Sales Director for more details regarding cleaning responsibilities. Balcony Point venue staff do not provide event planning or day-of coordinating services. Contact us for vendor recommendations.



**Deposits (special occasions):** Indoor suites and courtyard packages require a \$200 deposit to book your reservation. Orchard Pavilion packages require a \$100 deposit to book your reservation. The deposit goes towards your total balance and is **non-refundable**. The final balance is due 7 business days before your event. Cancellations must be provided to the Sales Director via email no less than 30 days before the event date. There is a \$25 handling fee to transfer your date or package at Balcony Point. Transfers must be requested no less than 30 days from the event date.

**Payment:** We accept credit cards, check, and money orders. Credit card payments can be made over the phone by calling the Sales Manager at (585) 643-1528. Check and money orders should be made payable to Heritage Christian Services, Inc., referencing Balcony Point at Springdale Farm in the memo. Checks should be mailed to Heritage Christian Services, Inc. Attn: Balcony Point Sales Director 275 Kenneth Dr. Suite 100 Rochester, NY 14623. There is a \$35 processing fee for returned checks. Payment for event balance and return check processing fee(s) must be made by credit card.

\*Prices are subject to change without notice at any time. There are no additional taxes, fees, or gratuities. Please no pets or portable grills. Springdale Farm is a smoke-free campus. Users can bring in their own food or work with a caterer. If using a caterer for food, the vendor must be a certified licensed, and insured catering service. Alcohol must be provided by an insured bar service that is recommended by Balcony Point with an approved NYS Liquor Authority alcohol permit. **Event Insurance:** Additional insurance can be purchased through Wed Lock Insurance or Market Insurance.