

Frequently Asked Questions about Weddings at the Whalehead in the Historic Corolla Park

Q. How do I book an event/wedding at The Whalehead?

A. The best way to book an event is to contact the Whalehead Promo & Event Coordinator at kemberly.sawyer@currituckcountync.gov and provide your name and date you are inquiring about.

Q. Am I required to have a wedding date decided before I can inquiry about weddings/events?

A. It is not required for you to know a date before contacting us. If you have a general idea, we can let you know what dates are booked to help you determine an available date.

Q. When is payment due for my wedding date?

A. The deposit of \$750 is required to reserve your preferred date and must be sent in along with the signed Application, the signed Fee Schedule and an initialed and signed Historic Corolla Park Rules and Regulations form. Final payment of the total must be received 90 days before the date of your wedding.

Q. Is smoking allowed at my wedding?

A. Smoking on or near any of the porches or other external areas of the Whalehead mansion building is prohibited. Smoking is prohibited under any tent and shall take place only in one area outside of the tent. You must provide receptacles for smoking materials and will be responsible for cleaning up any cigarettes or other items. Failure to adequately clean up such items will result in a loss of all or part of your security deposit.

Q. Can my rental company pick up items the morning after my event?

A. Your rental items must be picked up the day after your event by 10:00am. This should be coordinated with your events coordinator and the events coordinator of the Club. PLEASE NOTE: all items must be removed from all porches, trash must be properly disposed and removed and no alcohol can be left.

Q. Can I have alcohol at my event?

A. If you choose to serve alcohol, you are required to hire a deputy from the Currituck County Sheriff's office to be present during all serving hours. Alcohol CANNOT be self-served!

Q. Is there space available inside The Whalehead for use for events/weddings?

A. The Whalehead is listed on the National Historic Register; therefore, no events or gathering can occur inside the property. This includes getting ready or waiting for the wedding to begin. All events occur on the amazing lawns located around the historic mansion.

Q. How much does it cost to rent the lawns at The Whalehead ?

A. A detailed cost sheet is provided in your packet. In summary, you choose one lawn for \$750 and each additional lawn is \$400. To have the property secured with no other events booked on your day the fee is only \$1,550. See map on last page for locations.

Q. Can more than one wedding/event occur at the Historic Corolla Park on the same day?

A. Because we offer more than one location to rent; yes there can be other events on the same day. However, your lawn choice(s) will be available solely to you for the duration of your rental. Please keep in mind that the historic mansion is located in the park. The park stays open until dusk. Tours of the mansion occur until 5pm. If you would prefer to ensure that no other events occur on your rental day(s) you may rent all three locations for \$1,550 a day. Please note that your rental is from 10am to 11pm. If you have reserved your location only for the day of your event, there may be some limitations with tent set-up. Please consult with the Whalehead Promo & Event Coordinator regarding these limitations. If you reserve the location for the day before and after, this will resolve many of these limitations. Again, consult the Whalehead Promo & Event Coordinator.

Q. Are there restrooms available for our guests?

A. There are spacious public restrooms cleaned daily near the Whalehead. This would be the salmon color building located off of the South Lawn.

Q. How many hours are included in the rental of a lawn?

A. The lawn rental is from 10am to 11pm on the day you have reserved. Please have your rental coordinator contact the Historic Corolla Park Promo & Event Coordinator to schedule a set-up and breakdown time so as not to interfere with another event. In some cases, your rental company may need to return the evening of your event to breakdown which could cause an additional fee from the rental company. We will do our best to accommodate everyone but will not interrupt someone else's event for set-up or breakdown just as we would not interrupt your event to accommodate someone else. Please note that breakdown must occur by 10am the day after your event.

Q. Are we allowed to drive on the lawn?

A. Beginning in 2016, NO TRUCKS will be allowed on any grassy area. Small pick-ups and SUVs (and trailer if applicable), with a Gross Vehicle Weight of no more than 5,000 lbs., will be allowed to drop off items closer to the event location but must be removed immediately following. Only small pick-ups, SUVs (and trailers if applicable) and golf carts will be allowed out on the Point Lawn. Catering

trucks are allowed on the lawn, but catering employees must park their cars in the designated parking areas, not on the lawn beside the catering truck. If any driving is seen, whether damage has occurred or not, we reserve the right to keep your security deposit. This applies even if a vendor you have hired does this. It is your responsibility to make sure the vendors you hire understand our rules and regulations.

Q. What is a Day-of Event Coordinator and why can't it be someone in my family?

A. A Day-of Coordinator is required for events exceeding 30 individuals and is someone that will communicate, coordinate and direct your wedding and your vendors on your behalf that **is not a guest or family member of your event**. However, you will need to get clarification from whomever you hire for details on what they will and will not do. A tent inspection will be necessary and the Day-of Event Coordinator should be on site for the inspection if you are not. Under the rules of the Historic Corolla Park, they are required to make sure the rules of the Park are followed and will be on hand to communicate with the Whalehead Promo & Event Coordinator the day of the wedding. They will also confirm the availability of a rehearsal time so that it does not interfere with another event occurring on the property. We require that the Day-of Coordinator be on hand for set-up and breakdown. Your Coordinator will be required to provide a copy of liability insurance to the County listing Currituck County as an additional insured 90 days before your event.

If your event includes 30 people or less, a Day-of Coordinator is not necessary but it still highly recommended. **The Whalehead staff will not function as Day-of Coordinators**, and therefore a responsible party will need to be on site to act as the Event Holder's coordinator.

Q. Do you have preferred vendors?

A. At this time we do not recommend any specific vendors. We recommend that you visit:

www.visitcurrituck.com/weddings

www.obxwa.com

www.outerbanksweddingguild.com

Q. What happens if I hire a vendor that is not permitted to do business on the property due to not following the regulations?

A. We are not held liable for any loss of deposits for a vendor not being permitted on the property. The Historic Corolla Park is precious to Currituck County residents, visitors and wildlife. If a vendor is not permitted on the property there is a good reason. Please remember that it is your reasonability to make sure that all of your vendors know the rules and regulations at the Historic Corolla Park. Your coordinator will be able to check to ensure that your vendors are in good standing at the Park.

Q. What is the best way for my guests to get from the parking lot to the ceremony and reception lawns?

A. We are believers in good health so if able walking is a good way to go. However if you prefer that your guests be more comfortable in their wedding attire, we offer golf carts with drivers for an additional \$300. They will be available for six hours to cover your ceremony and reception. These drivers will pick up guests in the parking area and take them to the lawn you have designated. Throughout the evening they can be easily taken over to the restrooms too.

Q. What about all the people walking around the park?

A. Please understand that there may be other events and weddings occurring on the same day, the day before or the day after your event if you have not rented the entire property. While set-up for these events will not interfere with your wedding, there may be tents, chairs and other items set-up on a lawn that you have chosen not to rent. Historic Corolla Park is a popular site for a variety of outdoor events, both public and private. The park is well used on a daily basis, especially during the warm weather months, by visitors seeking recreation, relaxation, and/or a tour of the buildings with actual numbers of people varying according to the time of day and season. Most frequently during the week, visitors come to watch the sunset. We will post signage advising visitors that there is a wedding in progress and, when able, will advise people to be respectful of your private event.

Q. There are a lot of geese and droppings around. Who cleans that up?

A. Wildlife: Historic Corolla Park is home to many forms of wildlife, including a large variety of waterfowl such as geese, sea osprey, egrets, and swans. We are pleased to provide a natural habitat for all wildlife and will not interfere with the normal patterns of wildlife behavior. **Visitors are PROHIBITED from harassing the wildlife!** The Historic Corolla Park does not clean up the droppings. Some vendors will offer a clean-up service for this.

Q. Are fireworks permitted in the Historic Corolla Park?

A. Currituck County law prohibits the use of fireworks on county property, including the park including no sparklers and no wish lanterns.

Q. How is the park lit at night?

A. Permanent Lighting: There are in-ground lights which illuminate the Whalehead mansion, the underside of many of the oak trees, and around the boat basin. These are on an automatic timer to come on at 8pm. If you need them earlier, please let us know as soon as possible.

Q. Is there power available on the lawns?

A. There is ample power supply (more than 200 amp service) on the North and South Lawns. Each of the North and South Lawns has twelve (12) 120 amp circuits available for your wedding/event.

Your rental company, caterer, band, DJ and other vendors must provide the necessary cords to plug into each circuit.

BANDS: At a minimum, your band should bring three or four 200 foot cords to run from the power supply to your tent.

DJs: At a minimum, your DJ should bring one or two 200 foot cords to run from the power supply to your tent.

THERE IS NO POWER ON THE POINT AND NO WAY TO SAFELY RUN CORDS TO THE POINT.

Q. Are rehearsals allowed the day before my wedding?

A. Pre-scheduled rehearsals are encouraged, if the lawn is not reserved for another event. There is no additional charge to use an available lawn for a rehearsal.

Q. My rental company wants to set-up our tent the day before our wedding and breakdown the day after. Is there an additional charge to do this?

A. The rental of the lawn is for one day. If there is no wedding scheduled the day before your wedding, your rental company may set-up your tent beginning at 3pm (at no additional charge) the day before but must still breakdown the tent by 10am the day following your wedding. If there is a wedding scheduled the day before or the day after your wedding on the same lawn, your rental company must set-up the day of your wedding after 10am and breakdown the day after your wedding before 10am. If you need additional days, you must pay for additional days. But to ensure that no other events are occurring the day before or the day after, you must pay for those days. Here is an example: You have rented the entire property for your wedding day and you have your tent scheduled on the South Lawn for one day (total is \$1,550 plus \$750 security deposit). To ensure that your rental company may set-up at 3pm the day before your wedding, you must pay another \$750 for the South Lawn. Otherwise, another event may be scheduled for that day on the South Lawn which would prohibit your rental company from a 3pm set-up. If you want your rental company to breakdown after 10am on the South Lawn the day after the wedding, you will pay an additional \$750.

Wedding Day = \$2,300 (\$1,550 + \$750 security deposit)
South Lawn for the day before the wedding = \$750
South Lawn for the day after the wedding = \$750
Total = \$3,050

Q. Why must I purchase liability insurance for my event?

A. It is required that \$1,000,000 certificate of liability insurance be provided for all events occurring on the Currituck County-owned Historic Corolla Park. You may not need to purchase the insurance. We recommend that you contact your current insurance agent to determine if you have coverage under your current homeowners insurance. A certificate of insurance is required listing Currituck County, 153 Courthouse Rd, Currituck, NC 27929 as an additional insured.

Q. What local lodging is available?

A. There are several options available for you and your guests. Check out the following websites:

www.visitcurrituck.com/accommodations/

www.obxwa.com/obx-wedding-vendors/accommodations

www.outerbanksweddingguild.com

Q. What, if any, restrictions apply to wedding decorations?

A. There are few restrictions which apply to decorations on the lawns. The main concern is for the safety and preservation of the Historic Whalehead and Historic Corolla Park. Nothing can be attached to wooden structures (the mansion, boat house, decking, footbridge, gazebo, or the finger piers around the boat basin) with nails, tape, tacks or staples. No open flames are allowed on the porches of the house. No open flame candles are permitted under tents. We recommend having candles in glass or metal containers or using LED candles.

Q. Is my caterer required to have a tent to cook on site?

A. You have the right to choose any caterer as long as they are licensed and have their proper permits. We recommend a catering tent; however, it is not required. All open flames and fryers must be a safe distance from the mansion and fire extinguishers should be present and comply with the fire marshal's regulations. We recommend that your wedding coordinator clearly explain to the caterer where set-up is to take place. For the ease of your caterer, we recommend that you have their set-up close to the parking area and power source.

Q. Are there any additional expenses that I need to budget to adhere to the requirements of the Historic Corolla Park rules and regulations?

A. There are fees outside of the rental of property that do not apply to the Historic Corolla Park. For example, if you are serving alcohol you must contact the Currituck County Sherriff's office to arrange for a deputy to be on site during the time alcohol is served (usually around \$25 per hour). There are permits that are required for Currituck County such as Noise, Tent Permit, and sometimes an ABC permit. Some of these permits are taken care of by the vendors that you hire, but it is your responsibility to make sure that ALL REQUIRED PERMITS have been submitted to Currituck County 90 days prior to your event. For more information about permits, potential additional fees and how to obtain what is needed, the Historic Corolla Park Event Coordinator would be happy to assist you. Please be aware that Day-of Coordinators, restroom trailers, tent rentals, etc. will be additional fees that you will need to budget for. ***Due to the complexity of larger events, Historic Corolla Park strongly recommends hiring an Event/Wedding Planner for your event.***



Wildlife Center

Parking / Public Restrooms / Entrance to Lighthouse

Boat House

Main Entrance

North Lawn

Handicapped Parking

South Lawn

Point Lawn