

## Our Event Rooms

The Common Man Inn & Spa, situated in the foothills of the White Mountains, offers two event halls decorated with warm wood hues and soothing natural tones. The property's lodge-like charm creates an ideal setting for executive meetings, conferences, training seminars, reunions, weddings, rehearsal dinners, or any other distinctive event. We welcome groups of all sizes ranging from 10 to 180. The Event Hall; which can accommodate up to 180 guests including a dance floor, can also be divided into three separate event rooms: Tenney Mountain, Baker River and Pemigewassat Rooms. Connected to the event hall is a lovely brick terrace that is accessed through a set of double French doors. The Event Hall is an ideal setting for any formal wedding; the chairs are dressed with elegant ivory covers with organza bows, dimmed lighting and candle light set the scene. The event rooms have a common breakout lobby which houses a bar and provides additional space for display or registration tables. Foster's Hall; which can accommodate up to 150 people including a dance floor, has a dramatic "farmer's porch" that your guests have access to during the event. Foster's Hall is a lovely setting for any wedding or special occasion; the rich mahogany stained chairs, the raised dance floor and head table and the custom wall mural that depicts the town's history. Our experienced event coordinators will attend to every detail, helping you to enjoy your special day.

Number of guests accommodated in the following seating styles

<u>Room</u>	<u>Theatre</u>	<u>Banquet</u>	<u>Conference</u>	<u>Classroom</u>	<u>Length x Width</u>
Tenney Mountain Room 900 square feet	90	60	25	45	30' x 30'
The Baker River Room 900 square feet	90	60	25	45	30' x 30'
The Pemigewasset Room 500 square feet	50	35	15	25	24' x 24'
Complete Event Hall 2300 square feet	230	180	65	115	--
Foster's Hall 2244 square feet	150	150	50	100	--



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## **\*Capacities**

We can accommodate your group of 10 – 180

\*Saturday Evening Weddings have a Minimum Guest Count of 100 in both halls.

## **Wedding Receptions**

### **Event Hall & Foster's Hall Room Rental Times and Usage Fees:**

Daytime: 10:00 AM – 4:00 PM (daytime wedding must order off Dinner Menus) \$850.00

Evening: 5:00 PM – 11:00 PM \$950.00

6:00 PM – 12:00 AM \$950.00

(Times are flexible for an additional fee.)

### **Greenhouse Room Rental Times and Usage Fees:**

Evening: 4:00 PM – 10:00 PM \$800.00

5:00 PM – 11:00 PM \$800.00

## **Conference Facilities & Meeting Rooms**

Please contact us for meeting room availability and rates.

## **Off-Site Catering**

-Off-site catered events are for a 5-hour time frame

- \$100.00 charge for each additional hour after 5

-Off-site catered events start at a \$400.00 fee; inquire with sales department for a quote.

-Bartender fee of \$100 for 4 hours

- \$25.00 charge for each additional hour

*\*Please contact Sales Department for information, menu options & estimate quotes.*

**VIP Lounge** – Please contact us for availability and rates.

## **The Terrace at the Common Man Inn**

Our outside Terrace, adjacent to the Tenney Mountain Room, is available for use in conjunction with the rental of this function room at no additional cost. The Terrace can accommodate 100 guests, 80 most comfortably. Food stations can be set up in this area for an additional fee. We suggest the renting of a tent to provide protection from both the sun and unpredictable New Hampshire weather. The tent rental cost is \$475.00, requiring a \$200 non-refundable deposit.

The Terrace may also be rented on its own for a smaller function, based on availability.

Contact us for rates.

## **Event Room Inclusions**

The following is a list of items that are complimentary perks: dance floor, one bartender, house linen, flatware, china, glassware, tables, chairs, podium, easel, dry erase board.

\*For an additional \$25 charge we are able to provide the following individual items: hand-held microphone, overhead projector and screen, television and/or high-speed Internet access.

\*For an additional \$100.00 charge we are able to provide an LCD projector.

\*We can arrange for any additional audio/visual needs that you might have. ***Please note that the Common Man Inn does not have an A/V technician on the property. Any audio/visual assistance required must be arranged 48 hours prior to your event.***

