



EVENT OVERVIEW AND FAQ'S

Thank you for your interest in hosting your event in our beautiful greenhouse! We feel so blessed and grateful that we have been able to play a part in so many wonderful life celebrations and joyous get togethers over the last several years, and we look forward to being a part of yours as well!

What We Offer:

Leaf & Petal offers a space for post-business hours events (6:00 PM-10:00 PM) typically situated in our 4000 square foot, fully climate controlled (25 tons of AC!!) greenhouse. The greenhouse consists of several tables and dozens of chairs with existing seating capacity of approximately 65 when everything in the greenhouse is left "as is." We do have mood lighting and a music system throughout the interior that guests are welcome to use, but the music system depends on internet/Wi-Fi, which can occasionally go out (music backup highly recommended!). The entire Leaf & Petal premises is fully ADA compliant and has one single stall "Men's" and one single stall "Ladies" restroom. The space has two large counter areas for food and beverage serving (one in the greenhouse and one in the adjacent main store) and two additional counter areas with sinks that can be used for prep. While we believe we are an excellent place to hold Rehearsal Dinners, Wedding Receptions, Private Parties, Private Dinners, Baby Showers, Non-Profit Fundraisers, and more, we do not feel we are well suited to host actual weddings. While we have hosted several beautiful small weddings, we do not have great places for changing clothes, accommodating a wedding party (dressing/gathering), and preparing a bride on site with the associated photo ops, and we respectfully encourage brides and grooms to seek other venues for actual wedding ceremonies.

Available Dates:

We are unable to host any events during the months of April, May, and December. Those are extremely busy months for us and all of our energy (and then some!) goes into serving our retail clientele. Three other months, March, October, and November are very busy retail months as well. During these months, we can host and execute certain types of events at our discretion based on exact date (for example, we can possibly accommodate an early November event, but never late November), guest size, type of event, and other factors.

What About Small and Large Events?

We are often asked if Leaf & Petal would consider hosting a very small event at a lower price point. Because the space stays mostly booked up during available times and the prep work and fixed costs (climate control, etc.) associated with a small event is exactly the same as a typical

40-65 person event, we are not able to offer small events at a reduced rate. Leaf & Petal is capable of hosting larger seated events (up to 80), but only under certain circumstances and during certain seasons. Since additional prep time and labor (always in short supply nowadays) is required to move plants, tables, shelves, pallets, etc. to accommodate a band, extra tables, and chairs, etc., larger events are typically significantly more expensive than events that can be hosted in our space “as is.” We are able to accommodate as many as 90 people in the greenhouse for a non-seated event, but please keep in mind that there are only two (one-person) restrooms for guests at our venue. Additionally, for events larger than 65, alternate parking plans (arranged by the renter) are required per the rental contract since Leaf & Petal has limited parking spaces that are shared with a restaurant next door.

Caterers / Alcohol:

A professional catering company with staff IS REQUIRED for Leaf & Petal events involving food. This requirement includes service staff who stay until the end of the event. As an established event venue, we have a list of preferred vendors that we have learned from experience do an excellent and professional job for both the guests and venue. Renters are allowed to have and serve their own alcohol but are required to have a (professional) bartender. The caterers are usually happy to supply one. Caterers are welcome to start setting up and preparing as early as 4:30 in ways that do not interfere with Leaf & Petal customers or staff duties. While we will do everything we can to coordinate with caterers as they set up for an evening event, certain work counters/serving areas may not be fully cleaned and available for set up until right at the 5:30 closing time depending on the time of year and the business of the retail day.

Floral Arrangements:

One of the best parts of our event space is our great deal on floral arrangements/centerpieces. Leaf & Petal has a floral staff with decades of experience and a store full of flowers and containers at all times. Since most centerpieces are not needed after the event, an event Guest can rent arrangements or centerpieces for the tables for only 25% of retail. Typical event centerpieces are about \$90 retail, so instead of having to purchase 8 centerpieces at \$720, a Leaf & Petal event allows you to have the eight \$90 centerpieces for the night of your event for only \$180. While flower availability can vary season by season and even week by week, part of booking a Leaf & Petal event is a consultation with our floral staff to get a great floral game plan in place to have the tables for your event looking top notch. We respectfully ask that no outside floral company is used at a Leaf & Petal event without prior written authorization by the Event Coordinator.

What Does a Leaf & Petal Event Cost?:

The venue fee for a typical event starts at \$1200 (tax included). Typical events require one “Event Attendant” supplied by Leaf & Petal to oversee and assist for the duration of the event and to shut down and secure the premises at its duration. The “Attendant Fee” for typical events is \$200. Larger events could require a second attendant to direct parking, assist catering staff, move tables, chairs, plants, etc. to their normal positions, etc.

How Do I Book?

The first step is typically to confirm a date or range of dates is available with our Event Coordinator. Once an available date is determined, we typically have an on-site tour to answer any questions and fully determined that the space can fully accommodate and meet the Event's requirements and expectation. If everything is in order, a signed Rental Agreement and a 50% non-refundable deposit of half of the rental total is required to hold the date. Leaf & Petal is batting 1000% with happy renters thus far, and we look forward to continuing that trend with your event in the near future. Please call me on my cell at (205) 337-1765 or email me at halopursell@gmail.com for more information or to book your next event.

Important Caveat:

Please keep in mind that Leaf & Petal is primarily a garden and gift retailer that is open 7 days a week from 9:00-5:30 (12-5:00 on Sundays). While we work very hard and do our very best to have the premises in tip-top event mode, not all occurrences and situations associated with the retail business can be foreseen ahead of time, and large deliveries of plants and hard goods arrive multiple times per week and often show up without warning. While we guarantee the bathrooms will be mopped and clean, the counters clear and sparkling, and of course plenty of the agreed upon room to seat guests and serve food and drinks, the condition and look of the Leaf & Petal retail spaces and parking area can vary based upon the season, recent deliveries, and how busy the store has been the day of the event and the day or two before. This caveat is especially pertinent during the busiest times of the retail year.

Best Regards,

Haley Pursell

Leaf & Petal

Owner / Event Coordinator

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