



424 North Pinckney Street | Madison, Wisconsin 53703 | www.mansionhillinn.com | 608.255.0172

Events at the Mansion Hill

The Mansion Hill Inn is simply an exquisite space. This historic site, from its newly restored bar and parlor to its picturesque gardens, emanates charm, character and tranquility that render it an inviting and inspiring backdrop for any occasion. We have successfully created events ranging from business meetings of 15 people to weddings of 70 people.

Our commitment to service and attention to detail is unmatched. Our 4-Diamond hospitality team specializes in growing your vision into a reality. We work with you to understand your needs and the needs of your event, whether it is a wedding, reunion, company or holiday party, or any other social event. You can look to us to take care of all the details or simply facilitate your own planning.

The Mansion Hill offers a truly unique and intimate venue. Specializing in cocktail party styled events featuring delicious hors d'oeuvre buffets and a full bar serving domestic and imported beer and a selection of fine wines. Our Event Coordinator is glad to provide catering options for any budget.

The Mansion Hill will provide an Event Coordinator committed to the planning and execution of your event. Our Event Coordinator will act as the primary contact at the Mansion Hill for all questions or concerns relating to your event. The Coordinator will interface with event vendors and Mansion Hill staff to ensure time lines are met and only the highest quality service is displayed.

The Event Coordinator's primary role will be:

- :: Create a vision for your event
- :: Gather and present Vendor information
- :: Secure all necessary equipment and rentals
- :: Define timeline of event and planning milestones
- :: Organize seamless set-up and break-down of event transitions
- :: Manage team of Innkeepers and execution of event

PRICING AND FEES

Event Rental includes:

- :: Reservation of all 10 Guest Rooms, Bar, Parlor, and Outdoor Patio space
- :: Planning hours by Event Coordinator
- :: Staff of 4-Diamond Innkeepers exclusively assigned to host your event
- :: Electronic equipment including sound system offering iPod, Video, CD functions
- :: Off-street parking available for guests

Additional Amenities for Guests Staying at the Inn:

- :: Complimentary breakfast
- :: Turndown service
- :: Complimentary valet parking
- :: Trek bicycles to explore Madison
- :: Exceptional concierge service
- :: Wireless internet
- :: Access to health spa and fitness center

Reservation of the Mansion Hill Inn in its entirety is required for your social occasion, and with exclusive access to the Inn's exceptional hospitality, allows you to create a home away from home for your family and friends.

Event room rental :: Traditional Furniture Staging

May-October	\$5,000
November-April	\$3,500
Weekday	\$3,500

Catering Options for Events ::

Continental Breakfast	\$9 per person	
Picnic Lunch	\$15 per person	
NA Beverage Bar	\$8 per person	4 Hrs
Snack Bar	\$6 per person	
Open Bar- Beer and Wine	\$25 per person	4 Hrs

The Mansion Hill Inn is pleased to offer catering options for any budget. Our Event Coordinator will work with you and our preferred caterer to define the perfect menu for your gathering. If you prefer to work with an outside caterer, an outside vendor's fee of \$5 per person will be applied for cost associated with coordination and use of onsite kitchens.

Note: Total cost of events vary based on level of accommodations, equipment rentals, staffing and number of event guests. This is only an initial rate based on room availability and reservation. After an initial event development meeting, we will be better able to provide an overall cost estimate for your event. We will work with you to create an experience of a lifetime