

# Event Fees

*Thank you for your interest in Southmoreland on the Plaza!*

The Inn can host 20-25 people sitting or standing, respectively, with all events being held in our veranda and/or sunroom.\* Events must end by 9:00pm. Time restrictions are listed on some events. Quiet hours are from 10:00pm-8:00am. Table linens are included, should you need them.

\*Exception: with Whole Property bookings, both indoor and outdoor space can be used, increasing the maximum guest count to 40 people. Rates listed below are for event rental only, not including lodging fees.

Whole House booking = Main House (12 bedrooms)

Whole Property booking = Main House + Carriage House (14 bedrooms)

Daytime Social Events, for outside guests (11:00am-3:00pm only):

Weekday - \$400

Weekend - \$500

Daytime Corporate Events (9:00am-5:00pm only):

Half Day (4 hours) - \$200

Full Day (8 hours) - \$400

Event Base Rate, for guests with Whole House booking:

Weekday - \$400

Weekend - \$500

Event Base Rate, for guests with Whole Property booking:

Weekday - \$500

Weekend - \$1,000

Wedding Base Rate (Must have Whole Property booking\*)

Weekday - \$1,000

Weekend - \$1,500

Base Rate for ceremonies only - \$1,000

\*Exception: we occasionally host ceremonies only from 11:00am-3:00pm Saturday & Sunday.

Additional Fees:

Coffee/Tea service: \$2.50 per person

Serving ware & Dinner ware rental - \$75

Whole House cleaning fee - \$500

Whole Property cleaning fee - \$700

We have a sister property, Oak Street Mansion. Should you need more space to host your family and friends, booking both properties would provide that for you.

Event Base Rate for Whole Property bookings of both Southmoreland on the Plaza AND Oak Street Mansion (i.e. hosting events at both houses):

Weekday - \$1,750

Weekend - \$3,000

Nightly lodging discount applies: no breakfast or happy hour will be included.



*Southmoreland*  
ON THE PLAZA

816-531-7979 | [southmoreland@clemonslife.com](mailto:southmoreland@clemonslife.com)

# Weddings

*We look forward to assisting you with all your questions!*

## Details:

The Inn has 14 rooms, 12 in the Main House and 2 in the Carriage House. Each room sleeps 2 guests (for a total of 28) and has 1 king or queen bed, a private bathroom, and all are stocked with amenities. For a full list, visit our website at [southmoreland.com/amenities](http://southmoreland.com/amenities).

Check-in: 4:00pm | Check-out: 10:00am

The maximum guest count for the property for events is 40 people.  
All events must be completed by 9:00pm. Quiet hours are from 10:00pm-8:00am.

## Food & Beverage:

We serve a traditional 2-3 course breakfast every weekend (Saturday & Sunday). Group contact will be responsible for assigning breakfast times to your guests. Seatings are from 7:30-9:30am, every half hour. During the weekdays a continental breakfast buffet is available in the dining room from 7:00-9:00am.

Happy hour is served daily from 4:00-6:00pm for those guests staying on property.

## Catering/Vendors:

All food served at the Inn must be prepared and handled by our staff, or a licensed caterer (including restaurants with relevant certificates). You may use any vendor you wish; please provide a list of your vendors to us ahead of time.

## Booking:

The Inn may be booked for lodging and/or used as a venue for a ceremony or rehearsal dinner. We require a 2-night minimum for weekends. A Whole Property booking is required for Weddings.

## Fees:

A quote can be sent based on the dates of interest for the Whole Property.

Event fees will apply to all groups hosting events onsite, depending on the scope and details of the event(s). We do offer our venue for ceremonies only from 11:00am-3:00pm Saturday & Sunday. A \$75 catering fee will be added if the group requires use of any of our glassware, flatware, etc. (See event fees page).

Whole Property cleaning fee: \$700

State and local taxes and fees do apply. These are detailed on the quote, booking confirmation, and in the contract.

## Deposit:

A 50% deposit will be taken at the time of booking and execution of the contract.

## Cancellation:

The cancellation schedule is on a sliding scale and is detailed in the contract.

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# Corporate Groups

*We look forward to assisting you with all your questions!*

## Details:

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Check-in: 4:00pm | Check-out: 10:00am

The maximum guest count for the property for events is 20-25 people.  
All events must be completed by 9:00pm. Quiet hours are from 10:00pm-8:00am.

## Food & Beverage:

We serve a traditional 2-3 course breakfast every weekend (Saturday & Sunday mornings). Guests will sign-up for a seating ahead of time. Seatings are from 7:30-9:30am, every half hour. During the weekdays a continental breakfast buffet is available in the dining room from 7:00-9:00am.

Happy hour is served daily from 4:00-6:00pm for those guests staying on property.

## Catering:

All food served at the Inn must be prepared and handled by our staff, or a licensed caterer (including restaurants with relevant certificates). Caterers must bring staff with them; the Inn staff will be preoccupied.

If the group would like lunch or dinner provided (scheduled 48 hours in advance) we are happy to order out. A 30% gratuity will apply.

A catering fee of \$75 will be charged for use of our glassware, flatware, etc.

## Rooms/Rental:

The Veranda may be rented as a day-time venue for meetings. For lodging, you may reserve as many or as few rooms as you need. The Whole House and Whole Property is also available to book. Whole House and Whole Property bookings require a 2-night minimum on the weekends.

## Equipment:

We have a variety of meeting equipment, including a projector, screen, notepad, and markers. Please ask us about add-ons. Some fees associated.

## Fees:

A quote can be sent based on the dates of interest for the rooms and space needed. For meetings, we offer a half or full day rental, anytime between 9:00am-5:00pm Monday-Friday. Half-day rental is \$200; full-day rental is \$400.

State and local taxes and fees do apply. These are detailed on the quote, booking confirmation, and/or the contract.

## Deposit:

A 50% deposit will be taken at the time of booking.

## Cancellation:

The cancellation schedule is on the quote, booking confirmation, and/or the contract.

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# Social Events

*We look forward to assisting you with all your questions!*

## Details:

The Inn has 14 rooms, 12 in the Main House and 2 in the Carriage House. Each room sleeps 2 guests (for a total of 28) and has 1 king or queen bed, a private bathroom, and all are stocked with amenities. For a full list, visit our website at [southmoreland.com/amenities](http://southmoreland.com/amenities).

Check-in: 4:00pm | Check-out: 10:00am

The maximum guest count for the property for events is 20-25 people.  
All events must be completed by 9:00pm. Quiet hours are from 10:00pm-8:00am.

## Food & Beverage:

We serve a traditional 2-3 course breakfast every weekend (Saturday & Sunday mornings). Guests will sign-up for a seating ahead of time. Seatings are from 7:30-9:30am, every half hour. During the weekdays a continental breakfast buffet is available in the dining room from 7:00-9:00am.

Happy hour is served daily from 4:00-6:00pm for those guests staying on property.

## Catering:

All food served at the Inn must be prepared and handled by our staff, or a licensed caterer (including restaurants with relevant certificates). Caterers must bring staff with them; the Inn staff will be preoccupied.

If the group would like lunch or dinner provided (scheduled 48 hours in advance) we are happy to order out. A 30% gratuity will apply.

A catering fee of \$75 will be charged for use of our glassware, flatware, etc.

## Rooms/Rental:

The Veranda dining room may be rented as a daytime venue for social gatherings. For lodging, you may reserve as many or as few rooms as you need. The Whole House and Whole Property is also available to book. Whole House and Whole Property bookings require a 2-night minimum on the weekends.

## Fees:

A quote can be sent based on the dates of interest for the rooms and space needed. For social gatherings, we offer a 4-hour rental from 11:00am-3:00pm only Sunday-Saturday. Fee is \$400.

State and local taxes and fees do apply. These are detailed on the quote, booking confirmation, and/or the contract.

## Deposit:

A 50% deposit will be taken at the time of booking.

## Cancellation:

The cancellation schedule is on the quote, booking confirmation, and/or the contract.



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# House Rules & Group Information

Quiet hours are strictly from 10:00pm-8:00am. We request that all guests be respectful and courteous of other guests at the Inn, and of our neighbors. All events must be completed by 9:00pm.

The Inn is a charming private facility, not a party or after-party space.

No amplified music is allowed outdoors. Indoor music is at the discretion of the Inn, and we control the volume. We do play house music through the speakers daily for ambiance.

No fireworks, sparklers, glitter, confetti, or fake flower petals. Disregarding this policy will incur additional cleaning fees.

On the weeknights, our innkeeper sets the sideboard in the dining room for breakfast. Please leave it as set.

On the weekends (Fri and Sat), our innkeeper must set the sideboard in the dining room, as well as the sunroom and veranda tables for weekend breakfast. Please be respectful of our preparation for your weekend breakfast and enjoy the parlor or back patio if you are up late.

We require all guests to be signed up for weekend breakfast (between 7:30-9:30am). As the group contact, you will be responsible for assigning breakfast times to your guests. Please remind them to be on time for their seating as we serve a plated breakfast on the weekend and can only accommodate 8 guests at a time.

We are a non-smoking facility. Smoking or vaping of any kind is not allowed in the house, in rooms or on room decks. A designated smoking area is outdoors on the back patio off the first floor. Any evidence of violation of this policy will result in a \$500 fine.

We are not staffed 24 hours. If you have an emergency, we can be reached if you call the main phone number 816-531-7979 and leave a message with our answering service.

We cannot permit use of our kitchen or fridge to guests, due to health code. If you have a caterer, they will have access to the kitchen and fridge. No alcohol may be sold on property without proper permits.

We only have a small icemaker. If you need ice, please plan on bringing ice bags and coolers. You may store them on the kitchen floor, or on the back patio.

No homemade food is allowed, only catered or store bought.

No pets allowed, including service animals. Please note we care for two cats in our garden who came with the purchase of the Inn.

No children under the age of 10.

If you move furniture (with prior approval from the Inn), please return it to its original place.

