

Terms & Conditions

Site booking will not be confirmed until the security deposit is received by SOHO. Balance is due 15 days prior to the day of the event. Please make checks/money orders payable to: Save Our Heritage Organisation. Security deposit is refundable in whole or part after an evaluation of the site conditions and cleanup post-event by SOHO staff. Any refundable amount will be returned within one week of the conclusion of the event.

Scheduling

- No other events will be scheduled during your reserved time. However, the Marston House Museum and Gardens exists for the enjoyment and education of every visitor and remains open to the public while weddings are taking place. As a public facility, we cannot guarantee complete privacy nor allow wedding parties to disrupt or disturb the activities of other visitors during hours of museum operation.
- The Marston House Museum is open to the public year round. Memorial Day through Labor Day the museum is open Thursday-Monday from 10am-5pm and Friday-Monday from 10am-4pm during the rest of the year. Events taking place during museum hours of operation will be subject to additional charges.
- Events must end by and music must stop by 9pm. All vendors must vacate the property no later than 1 hour after the conclusion of the event (by 10pm). All guests must vacate the property no later than 30 minutes after the conclusion of the event.
- All items must be delivered and removed within the rental time. If deliveries or pickups are to be made for items associated with the event and do not fall within the rental period, additional fees at the hourly rate will be charged.

Cancellations

- Cancellations must be made at least 60 days in advance for refund.
- In the event of a cancellation, SECURITY DEPOSIT IS NON-REFUNDABLE.

Liability

- Due to a lack of storage space all personal effects, floral arrangements and all other event decoration must be removed from the premises immediately following your event. SOHO cannot be held responsible for damage to, or loss of, any articles left at the Marston House Museum prior to or following your event. All unclaimed items will be discarded or donated to local charitable organizations. Security arrangements should be made for all merchandise or articles set up prior to the planned event.
- All renters assume responsibility for their party's compliance with the rules and regulations at the Marston House Museum and Gardens. SOHO reserves the right to ask any guest who acts in an unruly manner or refuses to follow SOHO policies to leave the premises.
- Renter will provide liability insurance naming *Save Our Heritage Organisation* as an additional insured in the amount of one million dollars

Amplified Sound & Music

- Due to City noise restrictions for all outdoor events, all events at the Marston House must end by 9pm and music and other amplified sound must be controlled at a maximum decibel level of 65, the bass must be turned down as low as possible and subwoofers are prohibited.

Rentals

- When renting the Marston House Museum grounds, SOHO does not provide any chairs, tables, linens, audio equipment, etc.
- Renters are free to choose their own rental company; we do not restrict you to a specific list, but are happy to make recommendations.

Decorations

- The SOHO site rental coordinator must approve all decorations at the time of deposit. All décor is to be freestanding.
- All garden furnishings, artifacts, and historic elements must remain in place. If movement of these items is necessary it must be requested in writing to the SOHO site rental coordinator at the time of the deposit. But may not be permissible.
- Signs, banners or arrows giving directions to your event are not permitted other than that of your immediate designated area.
- Staging, platforms, tables, risers, etc., shall not damage property, turf, shrubbery, or irrigation. Items cannot inhibit public access [SDMC 63.0102(b) (25)].
- Do not tie off anything (ropes, banners, signs, etc.) to trees, plants or shrubbery. To injure, destroy, cut or remove any tree, shrub, plant, wood, turf, grass, soil, or rock in or growing in any park area is prohibited [SDMC 63.0102(b) (4)].
- Renter may not stake, or dig anything into turf [SDMC 63.0102(b) (4)]. Tented events must receive special permission.
- Candles may be used. They must however be weighted and placed in a durable glass container away from vegetation. Only votive candles and candles in large hurricane glass containers or glass lanterns are permitted.
- The Marston House Museum has limited electrical outlets available. Equipment or electrical power for outdoor events is not provided. Generators must be prearranged as part of the permit process before the event. If the use of a generator is approved, a drip pan must be placed under generator and cables must be properly covered and must not impede pedestrian traffic at any time.
- Water hookup is not furnished or provided.
- Clean up must be completed within the rental time. Renter shall be responsible for all clean up after the event. Cleanup and proper disposal of litter and debris generated by participants in the activity is the Renter's responsibility.
- You will be charged with any increased costs to the City or to the Marston House Museum and Gardens due to either the failure to comply with any of the terms of your permit or the violation of any laws.

Parking

- Electronic maps are provided for you to
 - Email to your guests
 - Print out and mail to your guests
 - Use with your invitation
- All motor vehicles are restricted to roadways. Vehicles are not permitted on the grounds at any time (this includes for loading and unloading purposes).
- The use of shuttles is encouraged to bring guests to and from the site; large charter buses and like-sized vehicles will not be able to maneuver Seventh Avenue. Shuttles may drop guests off at the driveway but will be prohibited from parking on Seventh Avenue.
- Because the Marston House is in a residential area and the home is an active museum, parking is strictly enforced.
- Balboa Drive closes daily at midnight. The gates are opened at 7am. Vehicles not removed prior to gate closure may be cited under SDMC.
- Guest parking/delivery trucks are prohibited at the Burnham residence parking lot adjacent to the Marston House. Violators will be towed.

Restrictions

- Smoking is strictly prohibited on the grounds of the Marston House Museum.

With your rental you get:

- The use of one of San Diego's most beautiful historic sites.
- SOHO site rental coordinator
- Museum tours
- Restroom facilities
- Measured plans of the gardens for convenient planning.
- A parking map to include in your invitations for your guests