

# Woodlawn Manor • 2012 Rate Sheet

This elegant Georgian-style house features five beautifully decorated rooms with hardwood floors and period furnishings. The Manor house can comfortably accommodate 60 guests indoors, and outdoor events for as many as 250 guests may be held in the picturesque gazebo garden or on the five-acre landscaped lawn behind the Manor, elegantly tented from April – October.

## Woodlawn Tent

The beautiful new tent at Woodlawn Manor features cathedral side walls, chandelier lighting and a herringbone pattern brick floor. The 30' by 60' tent is available for rentals April to October, and comfortably seats up to 120 guests banquet-style or 180 theater-style, with ample room for serving tables, music setups and dancing. Additional outdoor space is available for tenting options or setups.

## 8-Hour Packages

- ❖ Please note that there is an in-county and out-of-county rate
- ❖ Any 8 consecutive hours between 8am and 1am may be selected, and includes both set-up and clean-up times
- ❖ A refundable security deposit is required

8-Hour Packages	Monday-Thursday	Friday, Sunday & Holidays	Saturday	Refundable Security Deposit	Extra Hour
<b>In-Season April – December</b> <i>includes use of tent, Manor house and grounds</i>	\$2350/\$2820	\$2600/\$3120	\$2900/\$3480	\$750	\$210
<b>In-Season April – December</b> <i>includes use of Manor house and grounds</i>	\$1000/\$1200	\$1250/\$1500	\$1550/\$1860	\$750	\$350/\$420
<b>Off-Season January – March</b> <i>includes use of Manor house and grounds</i>	\$500/\$600	\$625/\$750	\$775/\$930	\$750	\$175/\$210

4-Hour Package	One Extra Hour
<i>includes use of Manor house and grounds</i>	<i>includes use of Manor house and grounds</i>
\$500/\$600	\$300/\$360

A refundable security deposit of \$750 is required for all rentals. A wedding rehearsal may be scheduled for one hour at no additional cost based on venue schedule.

### Contact Information

Woodlawn Manor • 16501 Norwood Road, Sandy Spring, MD 20860  
301-299-5026 • [ParkEventCenters.com](http://ParkEventCenters.com) • [Event.Manager@MontgomeryParks.org](mailto:Event.Manager@MontgomeryParks.org)

### EQUIPMENT AVAILABLE (for indoor use only)

50 chairs (beige cushioned, stacking)  
3 tables (6' x 30")

### OUTDOOR EQUIPMENT

Please call for special pricing for outdoor furniture  
All other outdoor equipment is the responsibility of the event sponsor

### KITCHEN FACILITIES

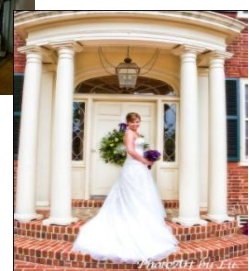
Warming oven, refrigerator, chest freezer

### PARKING

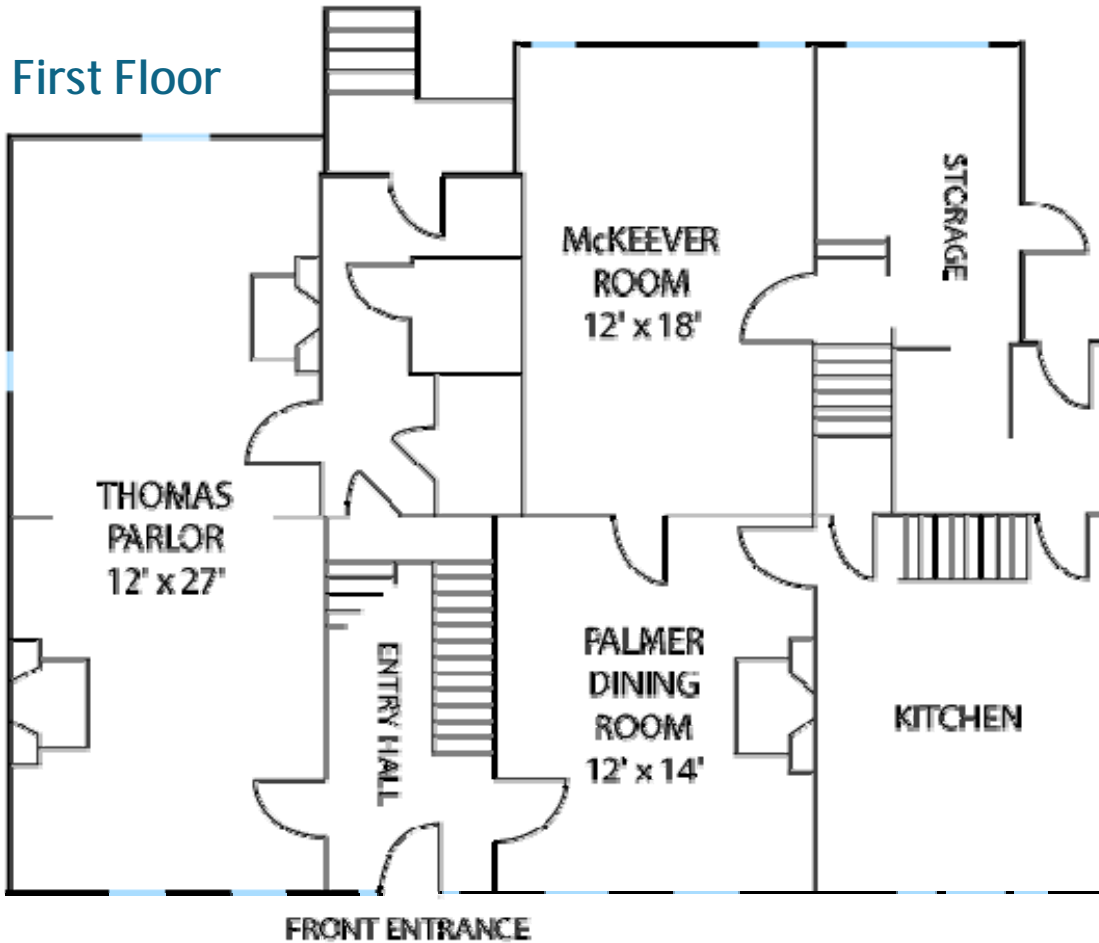
48 onsite parking spaces, plus overflow

### CATERING

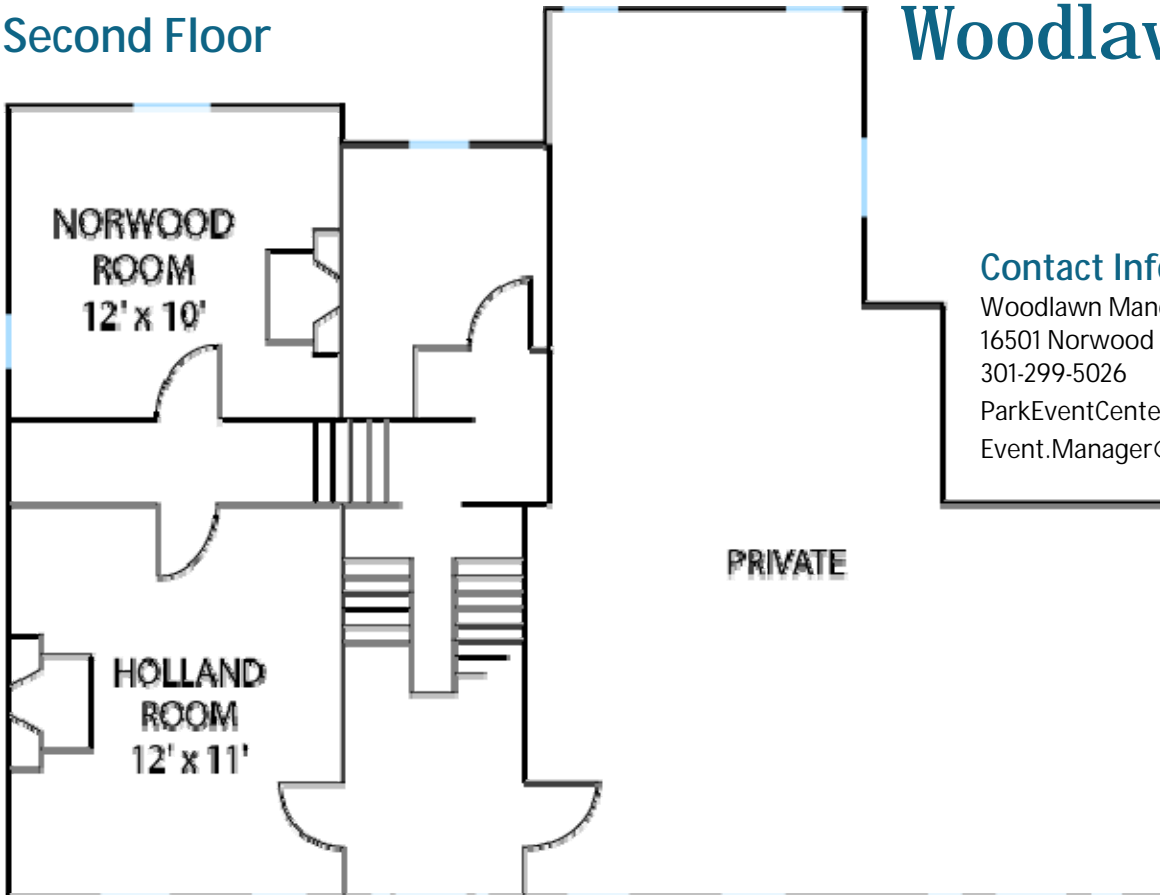
An event sponsor may use the licensed, insured caterer of their choice



## First Floor



## Second Floor



# Woodlawn Manor Floor Plan

### Contact Information

Woodlawn Manor  
16501 Norwood Road, Sandy Spring, MD 20860  
301-299-5026  
ParkEventCenters.com  
Event.Manager@MontgomeryParks.org