

Wyck Historic House, Garden and Farm

Rental Contract

6026 Germantown Ave. Philadelphia PA. 19144 · P-215.848.1690 · F-215.848.1612

Thank you for choosing to have your event at Wyck Historic House, Garden, and Farm. Wyck is located in Northwest Philadelphia in Historic Germantown. Wyck served as the home to one Quaker family, The Wistars and the Haineses, for over nine generations. During the 300 years that the family occupied the site they served as some of the original philanthropists of Philadelphia leading the charge in business, social and education reform, natural history and science. After 300 years of history and influence on the city, The Wyck Association was created in 1973 to care for and preserve the National Historic Landmark site for future generations. Today, Wyck stands as a unique survival of historic Philadelphia life, in a contemporary neighborhood.

The 2.5-acre site consists of the Historic House, Garden and Farm.

The Historic House, which highlights the legacy of the family, has a remarkable collection of over 100,000 family papers and more than 10,000 family objects, furniture, and historical curiosities. The House features innovative alterations completed in 1824 by renowned architect William Strickland. **Due to the historic nature of the Wyck house and its collections, the interior of the house is not available for rentals.*

The Historic Rose Garden features a beautifully maintained garden of *Old Roses* and other historic plants and trees. The Historic garden was planted by Jane Bowne Haines in the 1820's and today stands as the oldest Rose Garden in America still in its original plan. **Due to the limited, seasonal blooming of the Historic Rose Garden, events scheduled in the Rose Garden during the Months of May and June are charged at a Peak Season Rate.*

The Wyck Home Farm, allows us to offer fresh, local produce to the Germantown Community at our weekly Farmers Market. This section of the site includes the woodlot, fruit trees, vegetable and herb gardens as well as the chickens and bees! The farm plays a major role in our educational and community programming. The lush, well maintained farm not only acts as an outdoor classroom but also provides a beautiful and serene setting for your event.

Our Educational Space/ Ed Shed was once a garage but was beautifully converted to a multi-use space. As a primary home to our educational programming it also serves as a meeting space, classroom, or food prep area for caterers. The heated Ed Shed offers electricity, two burners, a mini refrigerator, and a sink. This space is great for community group meetings, catering service, classroom instruction, or your next company retreat.

Information & Pricing

Create a unique and memorable event for you and your friends, family and/or colleagues. The site is perfect for small to medium gatherings offering a serene, historic backdrop to a variety of occasions.

Rental Options

All Rentals Include:

- Use of specified areas on site
- Use of public restrooms
- Use of the parking lot for set-up and break down
- One year family membership for renter or their designee (a \$75 value)

Rentals	Size	Rental Duration	Peak Season (May & June)	*Non-Peak (July-April)
Wyck Grounds: Farm and Garden	Less than 35 Guests	6 hours (4hr. event, 2hr. set-up/clean-up)	\$900	\$700
		3 hours (2hr. event, 1hr. set-up/clean-up)	\$500	\$400
Wyck Grounds: Farm and Garden	35-75 Guests	6 hours (4hr. event, 2hr. set-up/clean-up)	\$1,200	\$1,000
		3 hours (2hr. event, 1hr. set-up/clean-up)	\$700	\$600
Community Space/ Educational Shed	30 Guests Max cap.	*\$75 per hour		
Wedding Photography**		*\$125 per hour		
White Event Tent	40-60 guest Max Cap.	\$300 per event		

**Discounts given to all residents of 19144, current Wyck Members, non-profit and/or community groups.*

***Videography and non-wedding photography will be accommodated if the Executive Director determines that the usage will not negatively impact Wyck. The fee for such usage will be based on the requirement of staff and any special needs.*

Site Rental Guidelines

Stewardship of the historic landscape, buildings, and the museum collections is crucial to our mission. All proposed uses should be consistent with the preservation of the property and its buildings. Events should not detract from the public image of the property and must be in accordance with Wyck's guidelines. By renting Wyck for an event you agree to uphold the integrity of the historic place, its buildings, landscapes, collections, and history. Wyck staff reserves all rights to determine the suitability of an event and the Executive Director makes all final decisions on rental contracts.

- 75 people maximum capacity for all rentals
- The Interior of the Historic House is not available to rent. **Special arrangements may be made with the staff of Wyck to offer tours during your events. Additional charges may apply.*
- Rental timeframes must fall between sunrise and sunset. Wyck does not have outdoor lighting on the property.
- Music (amplified and/or live) must be kept at a volume level that is respectable to our neighbors and community. The Wyck staff member assigned to your event will determine respectable volume level.
- No abusive or offensive language.
- DJ's/Bands/Renters must bring all necessary equipment. Wyck does not supply extension cords, speakers, or equipment of any kind.
- On-site areas designated for set-up, ceremony, seating, music, dancing etc. must be approved by Wyck's staff.
- Decorations must be approved by a Wyck staff member. The use of glue, nails, screws, and/or staples are prohibited on any of our historic Buildings or landscapes
- A \$300.00 deposit is needed to secure your rental date and time. All cancellations must be received in writing (60) days prior to event in order to receive a full refund of your deposit. Any cancellation received less than (60) days prior to the event forfeits your rental deposit to the Wyck Association.
- Set-up and break down time must be included in your rental timeframe.
- A Wyck staff member will be available the day of the event for the specified rental timeframe.
- Alcohol is permitted on site. However, renter and caterer must agree to show proof of insurance and refuse service to anyone who appears to be intoxicated.
- Site prohibitions include, but are not limited to: pets, open flames, fireworks, smoking, combustible materials, glitter, tinsel, confetti, rice, silly string, illegal substances and weapons.

All Renters/Caterers/Vendors Agree to

- Insurance requirements:
Must provide a certificate of insurance that contains:
 - A minimum of \$1,000,000 General Liability Insurance
 - A minimum of \$1,000,000 Liquor Liability Insurance & Worker's Compensation Insurance
 - The "Wyck Association" listed as an additional Insured

In the event that the renter is using a caterer that does not have the necessary insurance, the renter is responsible for meeting the above requirements.

- All non-Wyck tents, chairs, tables, dinnerware, flatware, flowers, etc. are the sole responsibility of the renter and caterer. Delivery and pick-up dates and times are to be scheduled with Wyck staff. As much advance notice as possible is recommended, as there is not always someone on site to assist you.
- Renter/Caterer/Vendors are responsible for cleaning up after an event, leaving the site in the same condition.
 - This includes cleaning, folding and stacking any Wyck Tables and Chairs and placing in designated area, sweeping areas used, and cleaning out the sink.
 - All event trash must be collected from the entire site, contained, and placed in the designated area.
 - All non-Wyck tents, tables, chairs, equipment, etc. must be removed from the site within 48 hours of the event end time.

I, the renter, have read Wyck's Rental Guidelines, and agree to all terms and conditions, and accept this contract agreement.

Renter: (sign and date)

I, the caterer, have read Wyck's Rental Guidelines, and agree to all terms and conditions, and accept this contract agreement.

Caterer: (sign and date)

Executive Director of the Wyck Association: (sign and date)

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EVENT TYPE:	
EVENT DATE:	
NUMBER OF GUESTS	
EVENT TIME:	
TOTAL CHARGE:	

RENTER:	
EMAIL:	
ADDRESS:	
TELEPHONE:	

CATERER:	
EMAIL:	
ADDRESS:	
TELEPHONE:	

DATE	DESCRIPTION	CHARGE	PAYMENT	BALANCE
	\$300.00 SECURITY DEPOSIT			

*Balance must be paid in full 10 days prior to event date.
 Wyck accepts check, Visa and MasterCard.
 Please make all checks payable to The Wyck Association.
 Thank you!*

Discounts:	
Total Due:	

Directions & Parking

Historic Germantown is conveniently connected to many major roadways.

From I-95:

- Take Route 676 west to Route 76 West and follow directions below.

From Route 76/Schuylkill Expressway:

- Take the Lincoln Drive Exit.
- Cross the Schuylkill River and keep following signs to Lincoln Drive.
- Wind along Lincoln Drive through the park to the first traffic light.
- Turn right onto Rittenhouse Street.
- Turn left at the first light onto Wissahickon Ave.
- Follow to the second traffic light and turn right on to Walnut lane.
- Follow past three traffic lights about .7 miles. We are on the corner of West Walnut Lane and Germantown Ave.
- Park on West Walnut Lane or Germantown Ave. (metered parking), and enter through the gate on Germantown Ave.

From the PA Turnpike:

- Take Norristown Exit to Germantown Pike east (Route 422).
- Follow through Chestnut Hill where it becomes Germantown Ave.
- Follow 3 to 4 miles to Wyck at the corner of Walnut Lane.
- Park on West Walnut Lane or Germantown Ave. (metered parking), and enter through the gate on Germantown Ave.

Parking:

We have limited off street parking for the renter, caterer, bridal party etc. Street Parking is located on West Walnut Lane and Germantown Ave.

Public Transportation:

- R8 SEPTA train to Tulpohocken Station, near Wayne Ave and West Walnut Lane. (Approximately a five block walk on West Walnut Lane to Germantown Ave. and Wyck.
- Enter through gate on Germantown Ave.

Local Caterers & Bakeries

Historic Germantown and Northwest Philadelphia offer of variety of wonderful caterers and bakers. Please let us know if we can offer you suggestions.