

Della Terra Wedding Venues

At Della Terra, we host only one wedding at a time. This allows the ceremony and reception schedule to be customized using our various venues. You may design your personal wedding plan around any of the following Chateau areas:

The Devotion Place – outdoor ceremony area

The Celebration Place – indoor ceremony or reception area

The Celebration Patio – outdoor patio

The Gathering Place – a separate area for toasts, appetizers or buffet service

The Celebration Bar – full service bar (additional charge)

The Dance Place – center dance floor

The Music Place – area for DJ, sound system and lighting

The Celebration Stage – area for live band

The Creation Place – gourmet kitchen for your caterer

Idea – If you are planning an outdoor ceremony, cocktails and appetizers on the outdoor patio or perhaps chef's grilling and serving from the outdoor patio, consider an indoor back-up plan. Our one wedding at a time allows you to move inside.

The various wedding areas of the Chateau are included in your fee. To respect our other guests, access to the rest of the Chateau that surrounds the fourteen suites is not open to the wedding guests. You and your guests who are staying at the Chateau are welcome to the public areas of the Chateau.

Appointments

Please call and schedule appointments for tours and caterer and vendor meetings in advance. We will do our best to accommodate your time schedule. Carefully consider the order of your vendor appointments and remember, some information from one vendor may be needed to inform another.

Idea – Consider having the ceremony plan prior to the DJ appointment. The DJ will most likely be in charge of the sound system and your music during the ceremony.

Idea – Have your caterer and florist meetings in advance of rental reservations. No need renting items that may already be provided by Della Terra.

Della Terra Staff Resources

Della Terra provides a Site Coordinator during your rehearsal, set-up, event and clean-up. In addition, Della Terra staff will be available to receive your deliveries the day of your wedding. Della Terra and the Site Coordinator will not be in charge of your wedding details except as they relate to the use of the facility.

Engagement, Announcements or Invitation Photography

After reserving your wedding at Della Terra, you may schedule a photography session on property. You will be required to reserve a time that is not likely to conflict with an event with the understanding that if a last minute event is scheduled, you will need to reschedule your photography appointment. Della Terra will release printing rights of the Della Terra logo, Chateau and property for use in your engagement announcements, save-the-date cards, rehearsal announcements, wedding invitations, wedding programs, or thank you cards. If you need digital imagery released to your printer, please inform us.

Idea – Hike up to the meadow below MacGregor Slab or to one of the beautiful sites on the MacGregor Mountain Trail behind the Chateau for an incredible Continental Divide backdrop.

Walkthroughs and Rehearsal

Schedule walk throughs and rehearsal Monday thru Friday between 10:00 a.m. and 5:00 p.m. or Saturday and Sunday between 8:00 a.m. and 11:00 a.m., based on the availability of Della Terra facilities. You have two hours for rehearsal and two hours for caterer and/or vendor walk throughs. Schedule rehearsal and walk throughs a minimum of thirty days in advance.

Approval from Della Terra will be required to select a rehearsal time other than those indicated. Della Terra reserves the right to move the rehearsal to another area of the site or reschedule a walk through in case of a last minute event.

We will have a Site Coordinator on hand to answer any questions about our venue as it relates to your ceremony and reception. We will not coordinate your rehearsal except as it relates to the site. For the best possible outcome on your wedding day, we believe the officiant and/or wedding planner who will be orchestrating the ceremony should conduct the rehearsal. Please plan accordingly.

If you would like a bridal party gift table set up at the rehearsal, please notify your Site Coordinator in advance.

Idea – Serve wine and appetizers during rehearsal. Any alcohol served needs to be scheduled through the Della Terra Celebration Bar.

Idea – Plan a group dance lesson at the end of the rehearsal to learn a wedding party dance to open with on the dance floor.

Idea – Give the bridal party gifts at the rehearsal dinner along with a personal thank you or story.

Idea – Plan the major toasting from friends and family for the rehearsal dinner and save the special few for the reception.

We do not recommend visiting the site during another event. However, you may visit the site prior to the start of another event to see a wedding set up, accompanied by a Della Terra staff member and with an agreement of respect and discretion when visiting the site.

Wedding Time Schedule

All-Day Reservations (Monday thru Friday events are all-day reservations)

If you have chosen to reserve an all-day time frame, you may begin set-up and decorating as early as 10:00 a.m. the morning of your wedding. You may choose a morning wedding with a brunch or luncheon reception, or an afternoon wedding with an evening reception, or an evening wedding with an evening reception. Add a cocktail hour if you would like. You have all day, so you may plan accordingly. Please complete your celebration by 11:00 p.m. to allow for one hour of clean-up, ending at midnight.

Three months before the event, all-day reservations must designate a maximum event time of seven hours for the actual ceremony and reception. This allows Della Terra to schedule other appointments around the actual event.

Saturday and Sunday Afternoon and Evening Reservations

If you have chosen an afternoon or evening event on a Saturday or Sunday, you will need to work within the designated time frames allowed for your event. Afternoon events may begin set-up and decorating as early as 9:00 a.m. the morning of your wedding. Please complete your celebration by 3:00 p.m. to allow for a one-hour clean-up, ending at 4:00 p.m. Evening event set-up may begin as early as 5:00 p.m. the day of your wedding. Please complete celebration by 11:00 p.m. to allow for clean-up to end at midnight.

Privacy

Della Terra hosts only one wedding at a time; therefore you are assured of a fairly private ceremony and reception. During your set-up and clean-up time, there is a possibility of a rehearsal or walk through. During your ceremony, there is a possibility of another guest at our Chateau being seen. Della Terra is designed to keep this possibility to an absolute minimum by posting “wedding in progress, please respect privacy” signage and providing Chateau guest parking and guest access on the east side, opposite of the outdoor and indoor wedding area. We have also designed our road system to allow no traffic past the wedding areas.

Parking and Transportation

Seventy-five wedding parking spots are scattered beside the main drive up to Della Terra Mountain Chateau. Della Terra will provide three six-passenger golf carts and transportation staff to escort guests to the ceremony site and to their cars after the reception. You may also hire a horse and carriage to assist in the escort of guests to the ceremony area. In inclement weather, wedding guests will be guided to The Celebration Place for guest drop off at the ceremony site doors.

Idea – Combine the horse and carriage with golf carts to escort guests and then leave the ceremony and reception in the carriage.

Idea – Consider decorating golf carts. Decorations will require Della Terra approval.

Idea – Have the golf carts stocked with “customized” umbrellas in case of rain.

Indoor and Outdoor Event Set-Up

Furnish Della Terra with your seating and decorating layouts and plans well in advance. Della Terra will not be in charge of decorating. Please designate an informed person to be in charge of decorating and be on hand during the decorating time frame. Della Terra will have the outdoor ceremony site clean and ready for set-up prior to your set-up time. The outdoor area has fixed terraced seating, a platform area and trellis. You may add flowers and decorations to the outdoor wedding area. Please have all decorating plans approved by Della Terra prior to finalizing.

Della Terra will have the indoor ceremony site clean, with chairs in place per your ceremony seating plan, prior to your set-up time. The indoor area has an alcove with optional raised platform for the wedding party. You may add flowers and decorations to the indoor wedding area. Please have all decorating plans approved by Della Terra prior to finalizing.

For an indoor reception, Della Terra will also have tables set per your seating plan, chairs in place and black, white or ivory linens in place prior to your set-up time, unless we are rearranging the room following your ceremony. If we are turning the room, the reception set-up will occur between the ceremony and reception. You will need to plan an event for your guests in another area during this time.

Della Terra will allow candlelight at both the ceremony and reception with proper protection. Please have your candlelight plan approved by your Site Coordinator before finalizing decorating plans.

When planning your decorating, consider this: The more lovely the venue, the less makeup it needs. Della Terra is most definitely a lovely venue.

Idea – During the two hours before your wedding, you may not want to be decorating. Keep it simple and organized, have all of the centerpieces and decorations made in advance, stored at Della Terra and ready to put in place. Designate your wedding planner or an informed friend or relative to be in charge of the decorating. Make sure they understand exactly how you have it planned.

Idea – Perhaps you would like to have a brunch or luncheon catered into The Gathering Place during set-up and decorating. Have fun, and enjoy the day together.

The Ceremony Site

Both outdoor and indoor ceremony sites are available for your wedding. This allows the flexibility of back-up planning in case of inclement weather. We allow a maximum of 200 guests. Seating is provided in both the outdoor and indoor ceremony sites.

The outside ceremony site has fixed, terraced seating. The outside area is equipped with power for microphone, sound and music equipment. A microphone and speakers are provided. A raised platform with optional trellis is provided for the wedding party. There is a table at the back of the platform if needed for a unity candle, communion service, water service, or breaking of the glass. If you would like to have a tree planting service, please discuss this option with your Site Coordinator. A bathroom is near the outdoor area.

You may customize the chair placement for an indoor ceremony. There is a designated DJ area with lighting system and sound system where equipment may be plugged in. A microphone is provided. An optional raised platform is provided for the wedding party. A table is provided for a unity candle, communion service, water service, or breaking of the glass. Bathroom facilities are off the hall at the back of the indoor ceremony area.

Ceremony Flowers and Decorating

You may customize your decorating and floral arrangements in both areas. You are not allowed to put holes or adhesives on any structure or wall. Please have your decorator and florist meet with the Site Coordinator in advance of final arrangements for instructions and guidance regarding decorating procedures of either site.

Please find out if your florist will be on hand for the pinning of boutonnieres and to add the final touches.

Idea – Ask your florist about the tradition that the groom's boutonniere should be hand-picked from the bride's bouquet.

Guest Welcome, Gift Collection, Guest Book and Programs

You may want to set up a guest book table at the entrance to the ceremony site and designate someone to welcome your guests and have them sign your guest book. Della Terra will provide a guest book table with white or ivory table covering.

If you have elected to have wedding programs, you may wish to have them passed out at the guest book table or a separate program table. Della Terra will provide a program table with white or ivory table covering.

Guest Welcome, Gift Collection, Guest Book and Programs *(continued)*

You will need to designate someone to collect gifts at the ceremony or guest book signing location and deliver them to a designated gift area. You will need to designate a gift attendant.

Della Terra will provide the gift tables and table coverings if you choose to have a gift table display. Della Terra will not provide staff for gift location transfer or gift protection. Della Terra will provide a list of area Security Guards if desired.

Idea – If you do not wish to display your gifts, you may have them delivered to one of the four reserved guest suites for safe keeping.

Idea – If you wish your gifts displayed on a gift table, consider setting aside an area in the Gathering Place.

Idea – Consider a comment or best wishes line in your guest book.

Ceremony Progression

You will need to designate someone in charge of your ceremony seating, cuing members of the processional and cuing your musician or DJ. Della Terra will not be in charge of the ceremony progression.

Ceremony Music

You may have either musicians or music connected to a sound system during an outdoor or indoor ceremony. Your musicians or DJ will need to supply their instruments, speakers and equipment. They may use the indoor sound and speaker system. Della Terra does not provide the wedding music. You will need to select your music with your musicians or DJ. A reasonable noise restriction for amplified music will apply.

Ceremony Photography and Videography

Photography and videography are permitted in both outdoor and indoor ceremony site.

Ceremony Departure

After the ceremony, you are usually the first to depart, unless you have decided to dismiss each row yourself. In the outdoor area, we provide a small privacy area for you to depart to. In the indoor area, you may wait in the hearth room or a guest suite while guests exit the Celebration Place.

You will need to decide if you would like your guests to be dismissed in any certain order and if you would like them to form two lines for the traditional toss or be directed to the reception site or to form a receiving line. You will need to designate someone in charge of dismissal, dismissal procedure and guest directional guidance, this would usually be your usher.

Traditional Toss after the Ceremony

We do not permit the tossing of rice, firecrackers or noisemakers. The traditional toss will need to take place outside.

Idea – For the traditional toss, consider birdseed, petals, leaves or bubbles, or perhaps a butterfly or dove release. Perhaps the toss will relate to the season.

Idea - Form the line for the toss on the path to the Celebration Place.

Idea – Consider the ringing of small bells during the toss and departure.

Departure after the Traditional Toss

After the ceremony and traditional toss, if elected, you will need to decide to leave the ceremony site until your appearance at the reception or form a receiving line as the guests leave the ceremony and enter the reception area.

If you are not having a receiving line, designate someone to welcome and instruct your guests to the area of the Chateau you would like them to gather in while waiting for your appearance. We suggest that you choose an area other than the outdoor or indoor wedding area, as you may be returning for pictures to this area after your guests have departed.

Idea – Leave the ceremony in a specially decorated golf cart, horse drawn carriage, limousine, or classic antique car.

Idea – Instead of a receiving line, take a moment to walk around to each table during the reception and greet each guest.

Idea – If you have an outdoor wedding, form the receiving line on the patio leading to the cocktail and appetizer area or the reception area.

Idea – If you have an indoor ceremony without an outdoor traditional toss, form the receiving line leading from the Celebration Place to the Gathering Place, where guests will be gathered while the Celebration Place is set up for the reception.

Idea – Serve cocktails and appetizers on the Celebration Patio or in the Gathering Place during the interval between the ceremony and the reception.

The Reception Site

The Celebration Place combined with the Celebration Balconies seats up to 200 guests for an indoor reception. Doors open off three sides to the Celebration Patio surrounding the Celebration Place.

The Celebration Place features an area for the head table or live band, a center dance floor, a DJ area with sound system and lighting system, coatroom and a full service bar.

The Celebration Patio is available for cocktail hour after the ceremony or smaller outdoor receptions, if preferred.

The Gathering Place combined with the Celebration Balconies accommodates 200 guests for a standing-room cocktail hour or cocktail reception. It also creates the perfect place to set up a buffet service.

Idea – Have family quotes, best wishes or funny things said during the planning process engraved on the cocktail napkins.

Idea – Have the bride and groom announced when they enter the cocktail party and let them invite everyone to dinner. This will allow the bride and groom a chance to mingle with their guests for a few minutes before sitting down to dinner.

Inclusions

Della Terra provides all tables (five foot rounds which seat eight), chairs and linens in black, white or ivory including table covering and napkins. If you would like colored table overlays or chair sashes, there is an additional fee. Della Terra provides all glassware. Della Terra provides the cake cutting service. You will need to rent your chinaware and flatware direct or through your caterer. We suggest you rent these items through your caterer and confirm that they include all clean up and return of rental items. If you rent any items direct, you will need to designate someone at the end of the night to remove all rental items for return. Della Terra does not provide floral arrangements or decorations.

Seating Card and Menu Card Table

You will need to decide if you are going to have fixed seating at the reception. Della Terra will provide the seating card table and table covering in black, white or ivory. Please provide Site Coordinator with your table layout in advance. Please have table names and guest names clearly marked on your table layout. You will need to decide if you are going to have seating cards placed on the table in advance or have guests pick up seating cards and choose their own seats at their designated table. Please assign attendants to escort your guests to their table, if desired.

Idea – Add your menu to the back side of the seating card.

Reception Procedures

If you are having an indoor ceremony in the Celebration Place and intend to have the reception in the Celebration Place, you will need to plan a 45-minute-plus cocktail and appetizer time or equivalent in the Gathering Place or Celebration Patio between the ceremony and reception to allow Della Terra and catering staff to reset the room for the reception.

If you have chosen an afternoon or evening event on a Saturday or Sunday instead of an all-day reservation, you will need to adhere strictly to the time frames designated to allow clean-up and preparation between reservations.

Idea – Have all of the centerpieces, decorations and the guest favors made in advance, stored at Della Terra, ready to put in place. Designate your wedding planner or an informed friend or relative to be in charge of the decorating. Make sure they understand exactly how you have it planned.

The Celebration Toast

A champagne and/or sparkling cider celebration toast is included in your facility fee. As part of your wedding plan, determine when and where the toast will occur. Inform your Site Coordinator, Bar Coordinator and caterer as to the timing and serving procedure for the toast.

Bar and Alcohol Service

Della Terra provides a full-service bar and all glassware. Della Terra, as a licensed premises, is responsible for the sale and service of all alcoholic beverages. Because of this, outside alcohol may not be brought onto the property. Recognizing that every event is unique, we will work with you to provide a bar service that suits your needs and tastes. You may wish to have a Cash Bar (guests pay for their drinks) or a Hosted Bar (you pay for your guests' drinks) or any combination of the two.

Idea – Designate a specialty wedding cocktail with the Della Terra Bar Coordinator.

Idea – Personalize the cocktail napkins.

Caterer

Della Terra does not have an on-site caterer. You may choose your own caterer and other vendors. The caterer must have an operating license or health permit. Agreements and insurance will be required from your caterers and vendors regarding the use and treatment of Della Terra facilities. Della Terra does have a licensed commercial kitchen for the caterer's use. This may result in a discounted charge from your caterer and may increase your selection choices with your caterer.

Candy Station

Della Terra will provide the candy station table and table covering in black, white or ivory. Please inform the Site Coordinator as to the placement of the candy station if you are electing to have one.

Idea – If children are attending the wedding, consider children's activity packs.

Cake Cutting

Della Terra will provide the cake table, the table covering in black, white or ivory and service ware. Please inform the caterer in advance if the top of the cake is to be saved for freezing. Please inform your Site Coordinator who to send the cake top with for safekeeping if you are not taking it yourself.

Reception Flowers and Decorating

You may customize your decorating and floral arrangements in all of the reception areas. You are not allowed to put holes or adhesives on any structure or wall. Please have your decorator and florist meet with Site Coordinator before making final arrangements for instructions and guidance regarding decorating procedures of reception site. Della Terra does not provide decorations for your reception.

Reception Music

Della Terra has a DJ area with sound system and lighting system. You may have either musicians or music connected to a sound system during the reception. Your musicians or DJ will need to supply their instruments, speakers and equipment. They may use the indoor sound and speaker system. Della Terra does not provide the reception music. You will need to select your music with your musicians or DJ. A reasonable noise restriction for amplified music will apply.

Della Terra provides a raised platform area with ample electrical outlets at the west end of the Celebration Place for a live band. The dance floor is located in the center of the Celebration Place, in front of the live band platform. It is approximately 12 feet by 14 feet and may be expanded by rearranging tables slightly after dinner.

Idea – Choose a piece of music from the soundtrack of a movie you both love.

Reception Photography and Videography

Photography and Videography are allowed in all of the wedding reception areas of the Chateau.

Traditional Toss

After the reception, you may have a traditional toss outside only. Rice, firecrackers and noisemakers are not allowed.

Bouquet and Garter Toss

Please inform your Site Coordinator if you need a special set-up for the bouquet or garter toss.

Idea – Consider tossing the bridal bouquet off of the Celebration Balconies to the maidens below.

Idea – Consider having a second bouquet made for tossing which intentionally breaks into several smaller bouquets to be caught by the maidens below.

Idea- Consider the center dance floor or the raised platform area for the removal of the garter and garter toss.

Departure

You will need to assign someone to be in charge of all rental returns and gathering of all decorating and personal items after the wedding. Please inform your Site Coordinator who this person is. We will return all items found and gathered to the person you have assigned.

If you would like to change clothes prior to departing the Chateau, we suggest you designate your reserved suites for changing rooms prior to departure.

Please inform Della Terra of your departure plan. Is your vehicle going to be subject to decoration? If so, we will need to leave it in a certain area for this process to take place. Are you planning on a departure train? Due to our roads a departure train could be difficult. Are you or your guests returning to spend the night at Della Terra? If so, please plan a turn-around point or a different event to end the reception.

Idea – Assign someone to pass out any tips so that you don't have to worry about it.

Idea – Leave the reception in a specially decorated golf cart, horse drawn carriage, limousine, or classic antique car.

Idea – Instead of departure from the Chateau, plan a serenade or toasting as you depart to your honeymoon suite.

Idea – Consider the ringing of small bells during the departure.

Chateau Amenities, Services and Additional Considerations

Coatroom

There is a coatroom at the back of the DJ area. The coatroom is located in the Celebration Place and accessible to Della Terra staff, your vendors and your guests only. If you are concerned about theft, please discuss with Della Terra staff.

Bathroom Facilities

Della Terra provides ample bathroom facilities, three stalls in the lady's bath and two stalls and two urinals in the men's bath, directly off the hall leading to the Celebration Place. These bathroom facilities are reserved for your guests. You are welcome to visit the bathroom facilities prior to reservation for reassurance as to size and cleanliness. There will not be a bathroom attendant on duty in each bathroom; however, each bathroom will be touched up and restocked by cleaning staff throughout the event.

Heating and Air Conditioning

The Chateau is equipped with radiant floor heating and air conditioning to assure comfort in any season.

Suite Reservations

We suggest you reserve four suites when you complete your wedding event reservation. Della Terra features one fully handicap-accessible suite. If you need the suite for a guest, please let your Site Coordinator know as early as possible.

Idea – Leave a welcome packet or gift bag in your reserved suites for your special guests.

Idea – If you are organizing activities for your guests while they are visiting, leave an invitation in the suite each night for the next day's planned activities.

Spa and Salon Services

Please schedule appointments for spa and salon well in advance. All spa and salon services are an extra charge.

Idea – Schedule the groom's party for hair styling and shave in the bridal salon.

Idea – Schedule the bridal party for hair styling, pedicure and manicure in the salon.

Idea – Schedule a massage the day before the wedding for a little relaxation, or a massage the day after the wedding for a well-earned reward.

Idea – Choose one of the upstairs suites near the bridal salon for the bridal party.

Idea – Schedule a couple's massage for some quiet time together.

The Honeymoon Suite

You will need advance approval of any plans to decorate the honeymoon suite from your Site Coordinator. Della Terra will not release the keys to the honeymoon suite to anyone other than the bride and groom without their permission. Della Terra staff will personally deliver any flowers and gifts to be left in the honeymoon suite for the couple.

Please inform Della Terra staff in advance of any treat or specialty request to be delivered to the honeymoon suite upon the arrival of the bride and groom.

Idea – Notify Della Terra of a favorite food and wine or champagne to be waiting in the room for the bride and groom.