

Decorating

Rhodes on the Pawtuxet, Inc.

RHODES ON THE PAWTUXET is a beloved Rhode Island landmark, and is over one hundred years old. This beautiful building is listed on the National Register of Historic Places. We strive to ensure that this building, and its property, continue to be treated with the utmost care and respect. We respectfully request that you, your guests, invitees, and any third party vendors you hire do the same.

PLEASE NOTE

- **ACCESS TO THE FACILITY WILL BE ALLOWED THREE (3) HOURS PRIOR TO THE EVENT FOR DECORATING / VENDOR DELIVERIES. ALL DECORATIONS, SPECIALTY RENTALS, FURNISHINGS, ETC. MUST BE REMOVED IMMEDIATELY FOLLOWING THE CONCLUSION OF THE EVENT. DECORATORS AND VENDORS WILL HAVE A MAXIMUM OF TWO (2) HOURS TO BREAKDOWN / REMOVE ALL ITEMS AND EQUIPMENT FROM THE FACILITY. ADDITIONAL HOURS MAY BE PURCHASED (IN ADVANCE - SUBJECT TO AVAILABILITY) FOR \$250.00 FOR EACH ADDITIONAL HOUR. REFUNDS WILL NOT BE GIVEN IF THE ADDITIONAL HOURS ARE NOT UTILIZED.**
- **TRANSPORTING DECORATIONS AND EQUIPMENT IN OUR VENUE:** Carts / dollies that are used for the set-up / breakdown portions of the event must have soft rubber wheels to prevent scratches.
- **CANDLES:** Candles **MUST** be enclosed in glass candleholders or other approved containers. Candles that are not enclosed will not be permitted.
- **GLITTER AND CONFETTI (OF ANY SIZE):** May **NOT** be used under any circumstances.
- **ROSE PETALS:** May be used for Wedding Ceremonies only.
- **HELIUM BALLOONS:** May **NOT** be used under any circumstances, due to very sensitive sprinkler and alarm systems.
- **BALLOON ARCHES:** Are acceptable. **HOWEVER, GLITTER SPRAYS / SHELLAC SPRAYS MAY NOT BE USED.**
- **SMOKE / FOG / DRY ICE MACHINES:** May **NOT** be used under any circumstances, due to very sensitive sprinkler and alarm systems.
- **PUSH PINS, NAILS, GLUE, VELCRO (With the exception of Scotch Hooks):** May **NOT** be used under any circumstances.
- **TAPE:** Gaffers Tape is the only approved tape that may be used on the floors, walls, or doors.
- **DRAPERY / PIPE & DRAPE:** Must be professionally installed and marked "NON-FLAMMABLE".
- **FLOATING DANCE FLOORS:** May **NOT** be used under any circumstances.
- **VINYL FLOOR WRAPS OR STICKERS:** May **NOT** be used under any circumstances.
- **SPARKLERS (INCLUDING "COLD" SPARKLERS):** May **NOT** be used under any circumstances.

