



Facility Use Policies

Be inspired by the romance of art by hosting your next event at The Gautschi Center. The Gautschi Center is an elegant and charming art gallery located in the historic arts district of Rockland, Maine. The Gautschi Center offers the use of its gallery and courtyard for the purpose of personal events such as weddings, rehearsal dinners and anniversary celebrations. The gallery is available for year round use and the outdoor courtyard is available in summer months (weather dependent).

The Gautschi Center is suitable for receptions of up to 80 guests or seated dinners of up to 60 guests. The Gautschi Center is not suitable for events for children, where the majority of guests are under the age of eighteen (18). All events must conclude by 10:00pm.

The Gautschi Center requires that all events be professionally catered. All catering services are provided through Café Miranda of 15 Oak Street, Rockland, Maine. Alcohol service is provided through Café Miranda and is offered in accordance with all local and state laws. Café Miranda is responsible for obtaining all required catering and alcohol service permits prior to each event.

The Gautschi Center is equipped with a built-in sound system, ambiance lighting, outdoor power and handicap accessible facilities. The Gautschi Center does not have event furniture on-site. The art at the Gautschi Center is curated by the gallery director and will remain in place for all events. We do not allow any décor to be fixed to the walls or furniture. The Gautschi Center does not have off-street parking. Street parking and town lots are in close proximity.

There is no smoking permitted anywhere on the property. Candles are permitted for décor purposes, but must be displayed in an enclosure and the placement within the gallery must be approved.

The Gautschi Center fee structure is based on the date, time and number of guests attending the event. All catering fees, furniture rentals, audio-visual services and décor expense are additional and the responsibility of the applicant. Should the gallery or courtyard not be left in its original condition, the Gautschi Center reserves the right to charge a \$500 cleaning fee. The Gautschi Center reserves the right to assess additional fees for any damage to the property or its contents. All decisions to assess fees are made by the Director of the Gautschi Center.

The Gautschi Center will not sign or assume responsibility for any deliveries. All event deliveries must be made the day of the event. All items must be removed from the gallery immediately following the event.

Applications for use of the Gautschi Center must be submitted at least two weeks prior to the event date. The Gautschi Center reserves the right to withdraw approval of facility use if the applicant fails to comply with the facility use policies.

The applicant agrees to conduct its activities upon the property so as not to endanger any person thereon; and further agrees to indemnify and hold harmless the Gautschi Center against any and all claims, costs or expenses, or loss, injury, or damage to any persons or property, regardless of how the loss, injury or damage is caused, arising out of the activities conducted by the applicants, its members or its guests.



Application for Facility Use

Sections 1-4 must be completed by the applicant.
Section 5 to be completed by the designated agent of the Gautschi Center.

1. Applicant Information

Name: _____

Mailing Address: _____

City, State, Zip: _____

Telephone Number & Email Address: _____

2. Event Information

Description of Proposed Activity: _____

Hours: _____

Deliveries: _____

3. Guest Information

Number of Guests: _____

4. Acceptance of terms & Indemnification

I agree to follow all of the conditions of the venue use policies and certify that I have the legal authority to bind any entity that I may represent. I agree to indemnify and save harmless the Gautschi Center and its agents against any and all loss, damage, claim, or liability whatsoever, due to personal injury, or damage to property of others.

Signature of Applicant / Title: _____

Date Signed: _____

5. Approval (to be completed by the Gautschi Center designated agent):

Approved Denied (Indicate reason):

Signature / Title: _____

Date Signed: _____

Please Submit Application to:

The Gautschi Center
Attn: Meaghan Janaitis
PO Box 166, Lincolnville, ME 04850
OR by email: meaghan@gautschicenter.com