



Vineyard Preservation Trust Event Rental Information

GRANGE HALL

1067 STATE RD, WEST TISBURY, MA

The Grange Hall, located in the heart of historic West Tisbury was the site of the Agricultural Society for over 100 years. Today this historic building offers a rustic yet welcoming atmosphere for a wide range of events, from private parties, weddings, community gatherings, art shows and business meetings.

Historic Charm:

Built in 1859, the Grange Hall features a charming rustic interior with exposed beams and wide-plank wood floors. The building's character and warmth create an inviting and comfortable environment for guests.

Spacious Interior:

The main hall is ideal for both large and small gatherings. With high ceilings and ample space for dining, dancing, and presentations, it can be easily adapted to suit various event setups. The room can comfortably accommodate up to 150 people, depending on your layout and needs.

Outdoor Area:

The Grange Hall's farmer's porch and open grounds surrounding the building make this venue suitable for outdoor events.

Upstairs theater:

The second-floor theater space, home to Circuit Arts, an arts organization that brings the community together through film screenings and performances, offers an additional venue option. It can be rented alongside the main hall or independently.

Amenities:

The venue includes kitchen space for catering, restrooms, and ample parking for guests, which can be especially valuable for larger gatherings.

Perfect For:

- *Weddings*: The Grange Hall offers an intimate yet spacious setting for wedding ceremonies and receptions. Its classic charm make it an ideal choice for couples seeking a romantic, rustic venue.
- *Private Parties*: From milestone birthdays to anniversary celebrations, the Grange Hall is an excellent choice for hosting a private event with style and ease.
- *Community and Corporate Events*: With its versatile layout the Grange Hall is a great venue for meetings, workshops, fundraisers, and other community-oriented or corporate functions.
- *Cultural Events*: The space is also well-suited for performances, art shows, or educational events, taking advantage of the building's unique atmosphere.

Policies and Pricing

What's Included:

We offer a “space rental” only, giving you the flexibility to select your own vendors. Our list of preferred vendors includes experienced caterers, florists, photographers, party rental companies, and more. Your vendors will provide all necessary equipment—including tables, chairs, linens, china, glassware, flatware—as well as food, beverages, staff, and décor.

The rental includes:

- Full access to the first floor, including the front porch, entrance foyer, Main Hall, 'warming' kitchen, and restrooms
- Adjacent grounds for parking
- Day-of access to the property, from 8:00 a.m. to 9:30 p.m.
- A Vineyard Preservation Trust staff member present on-site to manage the venue before, during, and after your event
- Trash removal and recycling services

Please note:

- There are no guest rooms or overnight accommodations at the Grange Hall.
- The venue does not offer facilities for the bride, bridesmaids, groom, or groomsmen to dress or prepare.

vineyardtrust.org
(508) 627- 4440
sandy@mvpreservation.org

Capacity and Flow

Main Hall (First Floor):

The Main Hall offers a versatile space perfect for a sit-down dinner followed by dancing or a lively cocktail reception. For cocktail hour, guests may also enjoy the front porch and foyer, where the bar can be set up in the entrance area.

Capacity Limits:

- Standing Reception: 250 guests
- Seated with Chairs Only: 200 guests
- Seated with Tables and Chairs (plus space for dancing): 150 guests

Important Notes:

- Tents placed outside to increase capacity are **not permitted**. However, catering tents are allowed as requested by the caterer and are intended for their exclusive use. Please note that the cost of renting catering tents is not included in the venue fee.

Theater (Second Floor):

The Theater, home to Circuit Arts, is available for rental on a very limited basis.

Capacity Limit:

- Seated: 75 guests (on couches and chairs)

Both the Main Hall and the Theater may be rented together. For further details, please contact us directly.

Event Timing and Policies

General Use and Access:

- Event Access: Reservations for Grange Hall are for day-of use only. Access to the property begins at 8:00 a.m. and events must conclude by 9:00 p.m.
- Drop-off of Personal Items: Early drop-off of personal items may be accommodated the day prior, depending on our schedule. All personal items must be removed at the end of the event on the scheduled date.
- Rental Item Removal: From Memorial Day to Columbus Day, all rental items must be removed from the venue at the end of the event on the date of use. Additional charges may apply for same-day removal by the rental company.

Music and Liquor Service:

- End of Service: Both liquor service and music must conclude promptly by 9:00 p.m.
- Guest Departure: All guests should depart by 9:30 p.m., providing the final 30 minutes for caterers to complete clean-up, with all activities wrapping up by 10:00 p.m.

Music Guidelines

We have a curated list of preferred musicians for your event. Any musician not included on this list must be approved by the Vineyard Preservation Trust prior to the event.

To respect our neighbors, all music must end by 9:00 PM. Additionally, all instruments must be played acoustically, with the exception of an electronic keyboard and a microphone for vocalists or guests.

Amplified music, including DJs and digital music devices, is not permitted.

Beverage Service

As the host, you are responsible for providing your own alcoholic beverages (beer and wine only). While not required, we recommend working with one of the Island's package stores, which offer delivery services and will also collect any unopened bottles at the end of the event, ensuring you only pay for what you use.

Open bottles must be removed from the premises at the conclusion of the event.

All alcohol must be served via an "open bar" – cash bars are not allowed. Alcoholic beverage service will end promptly at 9:00 PM.

Food and Service

Please refer to our recommended list of caterers. While you are not limited to this list, your chosen caterer must be licensed and insured and must coordinate with the Board of Health Agent for the Town of West Tisbury.

The Grange Hall kitchen is fully equipped with a six-burner gas stove, convection oven, commercial dishwasher, double-door reach-in refrigerator, and ice cream freezer. It is considered a "warming kitchen," meaning all food must either be prepared off-site in a licensed commercial kitchen or cooked on-site in a fully equipped cook tent.



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Catering and Staffing

Most caterers will provide both the food and staffing for your event, including servers and bartenders. It is expected that both caterers and guests will remove everything they bring onto the property.

Alcohol Service

For private events such as wedding receptions or other personal parties, a liquor license is not required for the service of alcoholic beverages. However, at public events—including non-profit fundraisers—alcohol service is strictly regulated by the Town of West Tisbury. The process for obtaining a liquor license can be complex, so we advise that all inquiries be directed to the Town Administrator.

Restroom Facilities

The Grange Hall has four restroom facilities, which can accommodate up to 200 guests. For events with over 200 guests, additional port-a-potties are required on-site.

Accessibility

The Grange Hall is fully accessible, with ramps at both the front and back entrances. Three restrooms are handicap and wheelchair accessible, and there is a lift to provide access to the second-floor Upstairs Theater.

Temperature Control

The Grange Hall is heated but not air-conditioned. Our staff will adjust the space prior to your guests' arrival, either by opening windows for ventilation in warmer weather or turning on the heat during cooler months. Ceiling fans are also installed in the Main Hall, and natural cross-breezes help maintain a comfortable temperature throughout the summer months.

Parking

Ample parking is available at the Grange Hall for both guests and vendors.

Logistics and Staffing

We will coordinate all vendor access for deliveries and the removal of rental equipment, leftover liquor, and any other items following the event.

A member of our staff will be on-site throughout your event—during setup, the event itself, and cleanup—acting as property manager. We ensure that vendors have everything they need, uphold event policies, and work behind the scenes to ensure everything runs smoothly.

Permits and Booking Information

To host a public event in West Tisbury, a Special Event Permit is required. Complete your application at least 30 days prior to your event.

WT Event Sign-Off Form

- Note: Retail sales in the RU District are only permitted when directly related to agricultural use (e.g., the sale of produce and related products typically sold by farms and nurseries).
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For questions, please contact Town Administrator Jennifer Rand at 508-696-0102 or townadmin@westtisbury-ma.gov.

Booking Process

- The *rental fee* is due at the time of contract signing. We prefer checks.
- **Cancellation Policy:** If you need to cancel, please provide written notice. A refund may be issued if the event date is rebooked at an equal or greater license fee.
- **Security Deposit:** A security deposit of 25% of the rental fee is required one month prior to your event. This deposit is refundable following a property inspection after the event.
- **Event Insurance:** Insurance is required for all events held on our properties. One-day policies are available through insurance websites or agencies. Some homeowner insurance policies may include this coverage; please confirm with your agent.

Rental Rates

- Weddings / Rehearsal Dinners / Corporate Events: \$5,200
- Community Events: Starting at \$1,000
- For other events, please contact the VPT Office for specific rental fees.





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