

Maple Shade Barn Rental FAQs

P.O. Box 340
Dillsburg, Pa 17019

35 Greenbriar Ln
Dillsburg, Pa 17019

What is the size of the banquet room and how many people can Maple Shade Barn accommodate?

MSB's banquet room is 35' x 45' and can comfortably seat 60 people with ample room to socialize.

Do I need to provide tables and chairs?

While you are certainly welcome to provide your own tables and chairs, MSB is equipped with 10 48" round tables that seat 6 people each along with 60 padded chairs. The venue also has a 6' rectangular wooden table, an 8' rectangular wooden table and a 5' wooden credenza that you may use.

Is Maple Shade Barn handicapped accessible?

Yes. There is a handicapped entrance, with a ramp, at the far end of the venue, and both bathrooms are handicapped equipped.

Is there kitchen access available?

Yes, there is the option for limited use of our kitchen.

Included in the basic rental, is the use of a stainless-steel serving counter.

There is an option for limited kitchen access which includes use of the counters and sink for prep and cleanup, the microwave for reheating, the refrigerator, and the freezer.

Use of the big appliances – stove, oven, warmers – in not available.

Is the Maple Shade Barn climate controlled?

Yes. It is heated in the winter and air-conditioned in the summer.

Are drinking and smoking allowed?

Drinking is allowed on the premises, however, the renter is responsible to abide by all applicable Pennsylvania laws, including but not limited to the serving of alcohol to minors and intoxicated persons. Renter is also responsible for obeying the Dillsburg borough noise ordinance.

Smoking is **prohibited** in the building. Litter of all types is a problem, but cigarette butts can become especially numerous. Therefore, smoking is only allowed at the smoking station or off the property and all butts must be disposed of properly in a smoking station or taken with you off the property.

How much does a rental cost?

Rental of the meeting room costs \$275. If you would like to have access to the kitchen for sink, refrigerator and microwave use, that is additional \$50.

How long is a rental?

Our basic rental rate covers 5 hours which includes set-up and tear-down time. Should you need more than 5 hours for your event, we are typically able to accommodate you but there is an additional fee of \$50/hour.

And what about parking?

Parking is available on the NYCHAPS property in areas designated or along Greenbriar Lane.

Are candles allowed?

The use of candles, open flames and smoke/fog machines are not permitted. Chaffing dishes and Sterno cans are permissible. Cans must be raised off of the table, and can be used to heat items with water, not oil. These items will be restricted to the kitchen only.

May I decorate the barn for my event?

Decoration adhesive is limited to painter's masking tape or 3M Command Strips and can only be used on walls, tables and glass surfaces. We are unable to permit use of other adhesives (duct/scotch tape), nails, screws, staples, tacks or any other fastening device which may deface or leave a residue. Decorations may not be attached to the doors. All decorations must be removed from your reserved area after your event. A charge may be assessed for any adhesive residue not removed. No paint may be applied. Also, no rice, confetti, glitter, sparklers, water beads, or tinsel (including foil flakes, disks or sprays) may be used in or around the facility.

Where do I put my trash when I'm finished?

The renter is responsible for leaving the room in the same condition it was found. All trash generated must be removed from the premises – including "biodegradable items" in the courtyard. The renter will be responsible for removing all trash bags for disposal and replacing used trash bags with their own new ones. Tables and chairs should be wiped down and floors may need to be swept, vacuumed and/or mopped. Decorations must be removed from tables, walls and glass.

May I bring my pet or service animal?

No pets are allowed. Only service animals are permitted in the facility.

May I rent the venue for another person?

At no time shall the reserving party sublease or assign its lease to another group or organization. Reservations that consist of minors (under 18 years of age) must provide adult supervision at all times, with no less than one chaperone per twelve minors present during use of NYCHAPS' facility.

May I rent tables and chairs from an outside vendor?

If additional equipment is being rented from an outside rental company for the event, it is the responsibility of the renter to make arrangements to meet the rental company at the facility to accept the deliveries. Facility staff cannot sign for outside rental items and cannot be responsible for them while they are on the premises. Arrangements must also be made by the renting party to have all decorations and rental equipment picked up and removed from the facility during the reservation time. The Northern York County Historical & Preservation Society is not responsible for any damage or theft of any items left by the renting party or hired services. Storage is not available on the property before or after your event.

If I use NYCHAPS' tables and chairs, what do I do with them after my event?

Please leave the round tables and chairs set up in the banquet room for the next renter.

What is NYCHAPS' cancellation policy?

If NYCHAPS needs to cancel a rental for any reason, all monies paid will be refunded in full. The renter has up to 21 days prior to the event in which to cancel and still receive the entire deposit refunded in full. If the renter cancels this contract between 21 and 7 days prior to the event, 50% of the deposit will be refunded. If the renter cancels within 7 days prior to the event date, the entire deposit will be forfeited.