

Miscellaneous FAQs

What will happen after I reserve the space?

You will receive a confirmation email from your contact including your permit, receipt and documents to get you started. This contact is available to answer questions that come up during the planning process. You will receive an email about 2 months before your event with information regarding the final meeting to discuss your layout, finalized event details and take care of final payments.

How do I schedule my final meeting?

Two months prior to your event, your contact will reach out to you with availability for setting up your final meeting and information needed for this meeting. Final meetings typically take place 2-4 weeks before your event. If you are planning from out of town this meeting can be held via email/phone.

Do I have access to the pavilion for my rehearsal or an early set-up?

Rehearsals are not guaranteed and cannot be booked until 2 weeks in advance. If available, you may use the patio for a rehearsal (first come, first serve). If pavilion access is desired/available, you may rent the space for a rehearsal and/or set-up day for \$50 per hour for a minimum of 3 hours. You will need to complete a permit application for this date and submit payment to reserve this additional day.

Where can I find dimensions/measurements for the pavilion?

Please see the dimensions document under step 5 on our website www.stpaul.gov/harrietisland.

Is parking free? Is there overnight parking?

There is no charge for parking. There will be overnight parking passes available at the bar supplied by Harriet Island. If any of your guests need to leave their car overnight they will need to display the pass on their dash. Vehicles must be picked up the following morning by 8am.

Do you allow pets?

Of course, they are part of the family!

Do you allow smoking?

The building is a tobacco free facility. Smoking is strictly restricted to designated smoking areas on the outdoor patios.

How many tables do you have and what sizes? What linen sizes fit on your tables?

This information can be found on our website in the additional information packet on page 4!

Is the pavilion climate controlled?

The pavilion is heated but does not have air conditioning. For the warmer months, we provide large fans in the corners of the pavilion and all doors can be open. There is a cross breeze from the river so be sure to keep that in mind when thinking about your centerpieces!

Where can I hold my ceremony and what if weather doesn't cooperate?

Outdoor ceremonies can take place on the north (riverside) or south (parksides) patios. At your final meeting, you will discuss a back-up weather plan for moving the ceremony inside. Inside ceremonies are commonly held on the stage or in front of the fireplace. Harriet Island event staff need a 2-hour notice on your event day whether the ceremony will be held outside or moved inside!

Will there be security there for my event?

Yes, all Friday-Sunday rentals with alcohol/no alcohol will be required to have a police officer on site during your event. Harriet Island will handle the scheduling of this officer. You are not able to use any family or friends for this. Events Monday – Thursday with alcohol will be required to have a police officer.