

Frequently Asked Questions

UDREAM EVENTS

Events at Morean Center for Clay Historic Train Station
Located at 420 22nd St S, St. Petersburg, FL 33712

A little bit about the Event Space at Morean Center for Clay Historic Train Station:

The story of the Morean Arts Center dates back to 1917 when Margaret Tadd and her daughter Edith Tadd Little founded the Art Club of St. Petersburg. This was inspired by the work of Edith's father and Margaret's husband, J. Liberty Tadd, an art educator who founded the Florida Winter Art School in 1916.

This was renovated in 1926 and turned into the Seaboard Coast Line Railroad Station.

The Morean Center for Clay moved to this beautifully renovated space at the Historic Train Station in 2009 in the Warehouse Arts District of St. Petersburg. This is now home to over 50 local and international clay artists.

Along the way, The Morean Foundation renovated the 5,000 square feet along the East side of the building to be used for special events. The event space boasts exposed brick and original steel and wood architecture elements combined with modern luxuries, fully air conditioned space, cathedral ceilings, custom lighting system, and beautiful bay windows along the Pinellas Trail.

We now host over 50 events annually in our beautiful Sunshine City!

What does the facility rental fee include?

The full event facility use for setup, service, and cleanup up to 10 hours.

This includes all event rental items such as tables and chairs to use as you'd like.

Can I add in more hours?

Yes, we offer additional hourly rates at \$300 per hour when added to your facility rental contract.

Overtime hours outside of 8:00 am – 12:00 am midnight are \$500 per hour.

Do this include a ceremony on site?

Yes, you can use the venue space within your allotted rental timeline.

A typical wedding timeline is:

2:00 pm Venue opens for planner and vendor access to setup

5:00 pm Ceremony

5:30 pm – 10:30 pm Reception

10:30 pm – 12:00 am Vendor complete cleanup and removal of all items

Does this include a rehearsal time for another date?

A wedding rehearsal will include the hourly rate at \$300 per hour as this is another event date.

Typically, clients book the morning or afternoon prior to their wedding day.

You can also book the full facility to host a rehearsal with your planner and a full service dinner.

We include 20% off for a 2nd day booking.

What other costs can we expect?

The facility rental will include 5.5% rental sales from the State of Florida.

All event services including bar service will include 7% sales tax in Pinellas County.

No additional service fees or vendor surcharges are included.

How many guests can the facility accommodate?

175 guests seated inside Main Event Space with room for bar, buffet and a dance floor

200 guests seated inside Main Event Space and East Patio for full services

300+ guests inside and outside cocktail style

There are unlimited ways you can create your event layout and guest flow

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For a wedding ceremony on site, is there a bridal suite?

We can include a bridal suite for you. Because this venue is a historic train station, we do not have a traditional bridal room. Bridal Suite Packages are available starting at \$1000 for complete build out of a bridal room in the foyer with ceiling height pipe and drape, all bridal accessories including seating, a vanity table with mirror, a clothing rack, and a water station. Champagne service and additional options can be included to make this perfect for you.

Where is the event parking?

Parking attendants will be outlined for all events. This is required. You will have two options. See our online catalog for current pricing.

OPTION 1: Valet Service

Service includes professional valet team, signs, cones, and valet podium.

Guests will drive to valet podium for front door drop off.

Valet will facilitate parking of all vehicles and return of vehicles concluding event.

OPTION 2: Guided Parking Attendant

Service includes signage, cones, and parking attendant to direct guest parking into our partner grass lot next door.

Do I need a planner?

We require at least a day of planner or event manager on site to oversee all vendors and load in.

This is typically 10-12 hours on site event day.

Professional Planners also cover the required event insurance for the facility, and they will manage key aspects like ordering in and setting up linens and décor items.

Do I need an event insurance policy?

Your professional event planner will carry this policy and cover the event.

If not, you will need your own event insurance.

You can research various options for day of event insurance.

Our recommended website for day of insurance: <https://www.eventsured.com/>

Insurance Requirements: Client can confirm event insurance through professional event planner or confirm a policy for day of insurance. Client shall procure and maintain liability and property damage insurance for protection against all liabilities related to the use or occupancy of the space, and operations incidental thereto, with a minimum combined single limit of liability of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate.

Do I need to ask my vendors for insurance?

No, we handle all of this with vendors directly. We'll connect with your team to confirm all details and get their additional insured policy on file.

What is the bar & beverage policy?

All beverage & bar catering will be provided in house exclusively by UDREAM EVENTS.

This includes the in house liquor license and insurance. We have many packages to choose from including local craft beer options, delicious signature drinks and mocktails.

Can I provide my own alcohol?

The facility does not allow guests to bring in any alcohol.

Can I have a cash bar for my event?

We do not provide cash bar services. We offer all-inclusive beverage packages.

What if I do not want alcohol at my event?

No problem. We can offer a nonalcoholic beverage package to facilitate your needs.

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How do we account for kids and minors for the beverage service?

We offer a nonalcoholic beverage package for guests aging from 5 – 20 years old. This can also include fun mocktails and specialty drinks. Inquire for details and pricing.

If we have our ceremony early and the bar service isn't open, can we include drinks just for this?

Yes, we can include a water station, so guests stay hydrated.

We can also include a beautiful champagne wall or passed drinks if you'd like. Our service is very customizable.

Can I close the bar 1 hour or more before my event ends?

We strongly encourage not doing this. Guests are very confused when a bar closes early, and the event and music is still going. This can create tension for our bartenders. We can recommend to close a bar 30 minutes before guests depart to offer a "last call" style ending.

How long can I have an open bar for?

We recommend no more than 6 hours for an open bar service. Too much alcohol consumption can create issues.

Can I host a beer and wine bar and then turn it into full liquor later?

Yes, we can build any package that makes the most sense for you.

Can I have the bar open and then close for an hour for ceremony or dinner service?

You can do this, and we can create signage, but we do recommend having a bar service open for guests throughout your event time to avoid confusion and disgruntled guests as this is difficult to explain to people at an event.

How do we setup bar stations?

We include 1 6' bar station for up to 125 adult guests with full supplies. 2 bartenders can service a 6' station.

We can add in additional stations as needed for 125+ guests. To create a 12' wide bar or 2 6' bars.

If your guest count is under 125 guests and you're wanting a 2nd bar this is \$500 additional for the full service time for all additional alcohol, supplies and ice needed.

Your bar package includes a classic black or white bar setup: 6' wide x 42" tall bar station and all back bar tables, linens, and equipment. If you'd like to upgrade to one of our premium bars such as a greenery boxwood bar, leather tufted bars, tiki bar, custom color wraps or bar logos please confirm for pricing options.

Can I include passed drinks?

Absolutely. We can pass drinks at the entrance to greet guests.

We can use our shelving units or boxwood walls to have a display.

We can offer passed wine and specialty drinks at tables during dinner service or programs where guests are seated. Inquire for details and pricing.

Do you have an in house food caterer?

View our Catering Partners on our online catalog. Our professional catering partners will work with you directly to confirm your catering quotes, service style and menu. Clients must use one of our preferred caterers who have been pre-approved and include applicable licensing, insurance, and a vendor contract on property. No outside caterers can be booked without confirming with our venue manager. A new catering vendor requires a consultation with our venue manager and detailed paperwork. Administrative fees will apply to process a new vendor application starting at \$200.

Can I provide my own food?

All catering must be provided by a licensed & insurance food caterer and maintained by professional event staffing for setup, service and full cleanup.

Cakes and desserts can be brought in from local bakeries and vendors.

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Can I bring in different tables and chairs?

We can provide a variety of event rentals and upgrades. We handle this in house only as delivery and pickup will be outside of your event timeline. Our venue management can offer pricing options on the styles you need such as Farm Tables, Chiavari chairs, wedding arches and more. Connect with us for pricing on specific items.

Who handles linens?

You can bring in your own linens, go through your planner or your caterer to provide the delivery and setup. We can also offer to bring in linens for you with deliver right to our venue week of.

Who handles cleanup?

Your catering teams and professional vendors. We have a detailed vendor contract for our caterers. They can utilize the trash cans provided in house. All trash needs to be hauled to the dumpster on property concluding event. Client/planner may need to remove DIY items such as florals concluding event. We recommend connecting with our professional vendor team.

Do you have a preferred vendor list?

View our list of Vendor Recommendations for various event services. You are able to confirm additional vendors as needed for services such as florals, décor, photography, officiants and more. Note that if a vendor brings in anything or sets up a station, we will need to confirm their insurance policy. Email our event team to confirm before booking any vendors.

Can we use candles?

The use of candles is permitted! This is one of the very few venues that allows this. All real candles need to be stored in a fireproof container that goes at least 2" past the wick. This includes glass cylinders and votives. No standalone candles, candle sticks, candelabras or other flammable items can be used outside of this. LED candles of all kinds can be used. We offer a variety of rentals including votives, oil lamps and lanterns. Connect with us for a list of options.

Can I hang things on the wall?

This is a historic building and we do not allow any hooks, 3M, stickies, nails or other fancy hanging dodads that will damage the walls or foundation.

Can I hang a sign?

Our venue manager has dedicated places on our greenery walls to hang your event signs. Connect with us to confirm this sign size and weight so we can facilitate this for you.

Are the bathrooms enough for my event?

The 5 stalls are ample restrooms for up to 200 guests. For larger events, we can rent in high end restroom trailers with AC. We also have backup restrooms in the event of an emergency inside the clay center.

Do you offer any help with budget planning?

Yes, we like to keep this as easy and straightforward as possible, so we have created sample menus to view here. Everything is customizable so please let us know your vision for your special event!

How do I book my event?

We will email you a form to complete your billing info.

A Contract and Invoice will be emailed to you to confirm and e-sign online.

A 50% deposit is due to book the event date and block this on our calendar.

Note, this is not officially booked until the contract deposit is paid.

We recommend doing this quickly for weekend events in seasons as booking are based on availability.

We're here to help if you have any questions. Please email info@udreamevents.com

Thank you & we look forward to hosting your event!