



Station  
No 2

## Station No. 2

602 S 5<sup>th</sup> Ave  
Wilmington, NC 28401

*Boutique Event Venue*

**910-777-7213**

Terry Espy, President MoMentum Company 919-270-1711  
Drew Espy, General Manager 919-602-7029

*To View Our Availability Calendar: [StationNo2.com/](http://StationNo2.com/)*

Built in 1915 by local architect, James F. Gause, Engine Company 2 was home to six men, two horses, and a two-horse hose wagon. The Station used horse-drawn wagons until 1918 when the last fire horse was retired. Engine Company 2 was relocated in 1956. Over the years the building has been both a residential and commercial space. In 2017, it was upfitted as an event space and open to the public.

**Station No. 2** is a boutique venue that boasts both an indoor and outdoor event space. The historic red doors are an integral part of Wilmington's history and makes a beautiful backdrop for any event. The interior has a stunning epoxy floor, exposed brick walls, and tin ceilings. To the left of the venue is a walled-in private garden courtyard. Jasmine covers original iron ladders and aged brick walls, while lovely landscaping surrounds the flagstone pavers making this intimate setting perfect for a small ceremony or cocktail hour.

Upstairs is the gorgeous **Historic Firehouse Suite**. It is beautifully decorated with two bedrooms, a full kitchen, and a large bathroom. The original shower tilework and fireman's lockers have been fully restored to their functionality. Rates include overnight stay(s) in the suite.

### **Reserving Station No. 2**

*Reservations require a signed rental agreement accompanied by 50% of the total cost of the venue rental fee. Balance is due 30 days prior to event.*



**Number of rooms:** 1 hall, 2-br suite  
**Largest Room:** @1383sqft  
**Outdoor courtyard + lot:** 1000sqft + 700sqft  
**Max Capacity:** 99 venue (80 seated at tables)  
49 upstairs; TOTAL IN VENUE + COURTYARD 140

**Email:** [station2nc@gmail.com](mailto:station2nc@gmail.com)  
**Website:** [StationNo2.com/](http://StationNo2.com/)  
**Instagram:** [station\\_no.2](https://www.instagram.com/station_no.2) (See highlights!)  
**Facebook:** [Station2nc](https://www.facebook.com/Station2nc)  
**WIFI:** StationNo2Guest

**Station No. 2 video:** <https://www.youtube.com/watch?v=ENDDsuU5bJ> |

We require "event insurance" from the insurance company of your choice.  
Here are two articles for your reference:

[compare event insurances](#)  
[Bride's Magazine insurance information](#)



# Station No. 2



## Rates

### Daily Rates

Mon- Thurs	\$2900
Fri & Sun	\$3200
Sat	\$3900

### 2-Day Packages

Fri/Sat Sat/Sun	\$5600
Thurs/Fri Sun/Mon	\$5200
Mon/Tues Tues/Wed Wed/Thurs	\$4800

**StationNo2.com**

910.777.7213

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Wilmington, NC 28401

IG @station\_no.2



# venue inclusions

ENTIRE HISTORIC FIREHOUSE BUILDING

1000 SQ FT COURTYARD

700 SQ FT VACANT LOT

OVERNIGHT STAY UPSTAIRS IN FIREHOUSE SUITE

FOURTEEN 6' RECTANGULAR TABLES

SIX 4' ROUND TABLES

ONE 4' RECTANGULAR TABLE

TEN COLLAPSIBLE HIGH-TOP TABLES

TEN COLLAPSIBLE BISTRO TABLES

80 DARK CHIAVARI CHAIRS

42" CAKE TABLE

31"X24" RECTANGULAR TABLE

30" ROUND TABLE

SOUND SYSTEM/MICROPHONE

70" SMART TV

CHAMPAGNE WALL

FREE AMPLE PARKING ACROSS THE STREET AFTER 5PM,

FREE STREET PARKING, FREE TROLLEY LOOPS

DOWNTOWN EVERY 40 MINS

PET FRIENDLY

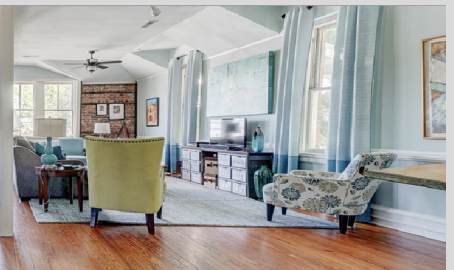
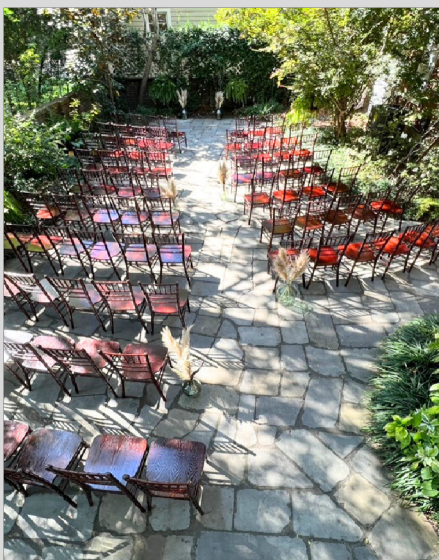
ADA ACCESSIBLE GROUND FLOOR VENUE

OUTDOOR GAMES

## **ALSO AVAILABLE:**

COURTYARD TENT RENTAL \$325 WITH LIGHTS







# STATION NO. 2 BYOB INFO

## **Bring your own alcohol & everything needed for bar.**

Person on contract must obtain NC ABC Limited Special Occasion permit **to serve liquor**. No permit is needed if only serving beer and wine.

- Go to Clerk of Court in your county for criminal background check. \$25
- Send that report & a copy of your Station No. 2 contract to NC ABC along with application for Limited Special Occasion Permit. \$50
- Send a copy of the permit to [station2nc@gmail.com/](mailto:station2nc@gmail.com).
- Purchase liquor liability insurance and send a copy to us.

For Permit information & application:

[www.abc.nc.gov/permits-audit/general-permit-information/limited-special-occasion-and-special-one-time-permit-information](http://www.abc.nc.gov/permits-audit/general-permit-information/limited-special-occasion-and-special-one-time-permit-information)



# Frequently Asked Questions

- **WHERE CAN MY GUESTS PARK? DO YOU HAVE A PARKING LOT?**

- STATION NO. 2 DOES NOT HAVE ITS OWN PARKING LOT. ALL OF THE STREET PARKING IN THE BLOCKS SURROUNDING THE STATION OFFER FREE PARKING WITH NO METERS OR TRICKY SIGNS TO READ. ALSO, THE PARKING LOT ACROSS THE STREET IS AVAILABLE TO STATION GUESTS AFTER 4PM; ANYTIME ON SUNDAYS. HOWEVER, BEING A DOWNTOWN LOCATION, WE RECOMMEND YOUR GUESTS WHO DRINK ALCOHOL TO CARPOOL WITH A DESIGNATED DRIVER OR USE CAR SERVICES LIKE UBER.

- **CAN I HIRE A DJ, BAND, OR HAVE AMPLIFIED MUSIC FOR MY EVENT?**

- ALL AMPLIFIED MUSIC IS ALLOWED INDOORS UNTIL 11PM. WILMINGTON HAS RESTRICTIONS OF 75 DECIBELS AT NIGHT. WE HAVE AN AMP/RECEIVER WITH SPEAKERS INSIDE THE VENUE AND IN THE COURTYARD ALONG WITH A MICROPHONE. ALL MUSIC MUST END BY 11PM.

- **CAN I USE THE STATION NO. 2'S CHAIRS OUTSIDE IN THE GARDEN?**

- OUR CHIAVARI CHAIRS ARE FOR INSIDE OR OUTSIDE USE. THE GARDEN COURTYARD GROUNDS ARE FLAGSTONE PAVERS. PLEASE NOTE THAT IF IT RAINS, THE CHAIRS MUST BE MOVED INDOORS.

- **WHAT SHOULD I EXPECT FROM MY ONSITE FACILITIES PERSON?**

- YOUR STATION NO. 2 ONSITE FACILITIES STAFF WILL UNLOCK THE BUILDING, GREET YOU AND YOUR VENDORS, ANSWER ANY STATION NO. 2 QUESTIONS THAT YOU MAY HAVE AND MAINTAIN THE CLEANLINESS OF THE GROUNDS AND BUILDING. THEY ARE ALSO PREPARED TO RESPOND IN THE EVENT OF AN EMERGENCY. RING DOORBELLS WITH CAMERAS ARE IN SEVERAL LOCATIONS FOR YOUR CONVENIENCE IF YOU NEED HELP.

- **FOR MY WEDDING, WHAT IS MY PROFESSIONAL DAY-OF COORDINATOR RESPONSIBLE FOR?**

- YOUR PROFESSIONAL DAY-OF COORDINATOR WILL BE RESPONSIBLE FOR HELPING YOU CREATE YOUR TIMELINE, SCHEDULE, AND FLOOR PLAN. THEY WILL COORDINATE YOUR VENDORS, AND CONTRACTS, COORDINATE YOUR REHEARSAL, CEREMONY, AND RECEPTION. THEY WILL ALSO BE IN CHARGE OF SETUP AND BREAKDOWN/CLEANUP AS WELL AS HANDLE ANY "FLIPS." WE DO NOT OFFER DAY-OF COORDINATING OR WEDDING PLANNING SERVICES. WE CAN, HOWEVER, RECOMMEND EXCELLENT DAY-OF/PLANNERS.

- **DO I NEED A DAY-OF COORDINATOR FOR MY EVENT?**

- FOR WEDDING CEREMONIES AND RECEPTIONS STATION NO. 2 REQUIRES YOU TO HAVE A PROFESSIONAL DAY-OF COORDINATOR. FOR NON-WEDDING EVENTS WE DO NOT REQUIRE A PROFESSIONAL DAY-OF COORDINATOR, HOWEVER WE DO REQUIRE THAT YOU HAVE A POINT PERSON FOR SETUP AND BREAKDOWN/CLEANUP. YOUR COORDINATOR OR POINT PERSON MUST ALSO CLEAN UP, GATHER ALL RENTALS TOGETHER, AND REMOVE ALL DÉCOR AND "COMMAND" STICKERS BEFORE LEAVING. THEY MUST STAY UNTIL LOCK UP.

- **IS THE STATION VENUE AND FIREHOUSE SUITE PET FRIENDLY?**

- ABSOLUTELY! PLEASE LEASH YOUR PET OUTDOORS AND PICK UP THE POOP WHEN WALKING YOUR POOCH! WE ALSO ASK THAT YOU KEEP THEM OFF THE FURNITURE.

- **CATERING & BAR**

- WE CAN PROVIDE YOU WITH A LIST OF VENDORS IF NEEDED.

- **CAN I BRING IN MY OWN ALCOHOL OR KEG FOR MY EVENT?**

- YES! IF YOU BRING YOUR OWN LIQUOR, YOU MUST HAVE A SPECIAL LIMITED OCCASION PERMIT TO SERVE GUESTS FROM THE STATE. [HTTPS://ABC.NC.GOV/PERMIT/QUALIFICATIONLSO/](https://abc.nc.gov/permit/qualificationlso/). YOU MUST PURCHASE LIQUOR LIABILITY INSURANCE TO PROTECT YOURSELF FROM ANY INCIDENTS OR ACCIDENTS THAT MAY OCCUR AS A RESULT OF ALCOHOL CONSUMPTION WHICH YOU PROVIDED. YOU DO NOT NEED A PERMIT TO SERVE BEER & WINE.

- **CAN I MOVE THE LOCATION OF THE BAR?**

- NO. OUR BAR IS BEST LOCATED IN THE BACK IN ORDER TO GIVE YOU MAXIMUM SPACE FOR SET UP. A SATELLITE BAR CAN BE ARRANGED FOR THE COURTYARD OR GRAVEL LOT.

- **WHAT IS YOUR CANCELLATION POLICY?**

## CANCELLATION POLICY

A. ALL CANCELLATIONS MUST BE IN WRITING.

B. CANCELLATIONS MADE BY CLIENT WITHIN THREE (3) DAYS OF SIGNING THIS RENTAL AGREEMENT: ALL MONEY PAID IS REFUNDED LESS A \$100.00 ADMINISTRATIVE FEE.

C. CANCELLATIONS MADE BY CLIENT MORE THAN 30 DAYS PRIOR TO THE EVENT: 50% OF THE TOTAL RENTAL FEE IS FORFEITED BY CLIENT, MEANING NONREFUNDABLE. \$150 OF THE \$250 ADMINISTRATIVE FEE/DAMAGE/SECURITY DEPOSIT/CLEANING FEE WILL BE RETURNED TO CLIENT WITH \$100 HELD AS AN ADMINISTRATIVE FEE FOR OUR TIME AND EFFORTS.

D. CANCELLATIONS MADE BY CLIENT LESS THAN 30 DAYS PRIOR TO THE EVENT: THE ENTIRE RENTAL FEE IS FORFEITED BY CLIENT, MEANING ALL PAYMENTS MADE ARE NONREFUNDABLE, AS WELL AS THE \$250 ADMINISTRATIVE FEE/DAMAGE/SECURITY DEPOSIT/CLEANING FEE.

E. STATION NO. 2 MAY CANCEL CLIENT'S EVENT DUE TO FEDERAL OR NORTH CAROLINA STATE OF EMERGENCY SUCH AS HURRICANES, EMERGENCY CONDITIONS, PANDEMIC REGULATIONS, OR EVENTS BEYOND THE CONTROL OF STATION NO. 2. IN CASE OF CANCELLATION INITIATED BY THE STATION NO. 2, ALL RENTAL AND DEPOSIT MONIES WILL BE REFUNDED MINUS \$100 FEE FOR ADMINISTRATIVE TIME AND EFFORT.

F. IF THE GOVERNOR OF NC IMPLEMENTS RESTRICTIONS THAT REDUCE STATION NO. 2 MAXIMUM CAPACITY AFFECTING CLIENT'S GUESTS COUNT, BUT DOES NOT CLOSE DOWN STATION NO. 2, CLIENT MAY CHOOSE TO RESCHEDULE WITHIN 12 MONTHS OF EVENT DATE.

G. IN THE EVENT THAT CLIENT MUST RESCHEDULE THE EVENT DATE, IT MUST BE WITHIN ONE CALENDAR YEAR OF THE INITIAL CONTRACTED EVENT DATE. RESCHEDULING MUST BE MADE NO LATER THAN 120 DAYS PRIOR TO THE INITIAL SCHEDULED EVENT DATE. ANY CANCELLATION MADE AFTER RESCHEDULING THE EVENT DATE WILL RESULT IN FORFEITURE OF ANY PAYMENTS MADE. THERE IS A \$100 ADMINISTRATIVE RESCHEDULE FEE. PRICE OF RENTAL FEE IS SUBJECT TO ANY INCREASE IN RENTAL FEES FOR THE RESCHEDULED DATE. THE REQUEST FOR RESCHEDULING MUST BE IN WRITING. THE DIFFERENCE IN RENTAL FEES MUST BE PAID WITH THE ADMINISTRATIVE FEE BEFORE FINAL CHANGES. ADDENDUM MUST BE SIGNED BY THE CLIENT TO BE VALID.



# PLANNERS & DAY-OF

## IT IS REQUIRED TO HAVE A DAY-OF COORDINATOR FOR WEDDINGS AND AN EVENT PLANNER FOR PARTIES/REHEARSALS

### WHY DO I NEED A DAY-OF COORDINATOR?

IT IS REQUIRED TO HAVE A DAY-OF COORDINATOR FOR WEDDING CEREMONIES. YOU CANNOT "DIRECT THE SCENE AND STAR IN THE LEADING ROLE." YOUR PLANNER HANDLES EVERYTHING FROM COORDINATING THE FLOW WITH VENDORS DROPPING OFF/PICKING UP, YOUR TIMELINE, FLOOR PLANS, FLIPS, DIRECTS CATERERS, MAKES SURE RULES ARE FOLLOWED (I.E. NO CIGARETTE BUTTS ON THE GROUND, FLOWER PETALS ARE RAKED UP, NO TAPE, GLITTER, CONFETTI, OR GOLD FOIL "COINS" ARE USED) AND MAKES YOUR DAY EFFORTLESS! THEY END THE FUN NO LATER THAN 11PM, & MUST STAY UNTIL LOCK-UP TO ENSURE THE VENUE IS LEFT AS IT WAS FOUND. ALL PERSONAL ITEMS MUST BE REMOVED BY MIDNIGHT.

FOR REHEARSALS & PARTIES, YOU MUST HAVE A CONTACT PERSON SUCH AS AN EVENT PLANNER TO BE HELD RESPONSIBLE FOR COORDINATING THE DAY, FROM SETTING UP TO BREAKING DOWN/CLEANING UP. AGAIN, THIS PERSON MUST STAY UNTIL THE VENUE IS CLEANED, ALL PERSONAL ITEMS REMOVED, & THE VENUE IS LOCKED UP.

### ***BREAKDOWN and CLEAN UP CHECKLIST***

*Begins NO LATER THAN 11pm*

*"Leave it like you found it!"*

- 1. Remove all personal property from the venue by midnight.*
- 2. Place all rentals near the inside front doors for early morning pickup. Outdoor chairs may remain outside in the courtyard.*
- 3. Wipe down tabletops and wipe off any debris on chairs.*
- 4. Stow tables in venue closet.*
- 5. Stack chairs 6 high.*
- 6. Empty large cooler (if used).*
- 7. CLEAN & return all used Station No. 2 inventory to their proper bins and store in the coal bin closet.*
- 8. Remove all tape or COMMAND strips.*
- 9. Rake up any petals. (There should be no glitter, paper confetti or foil confetti to clean up.)*
- 10. Pick up any trash inside and outside (including any cigarette butts) and place trash in large trash bags. Place trash bags in the large trash cans in the back. DO NOT place loose food or drinks directly into trash cans! Bag them before placing in outdoor trash cans.*

*A staff member begins cleaning the floors immediately after the event ends; latest 11PM. If the venue is not cleaned out appropriately, there will be a \$60/hour charge for the staff member to supervise your cleanup after midnight.*

***PLANNER MUST STAY AND SUPERVISE UNTIL LOCK-UP!***