Booking
All inquiries regarding the use of Tillinghast grounds should check availability on 25Live. After review, you may be contacted to discuss the details of the event. Tillinghast Place is available from dawn to dusk. No individual will have exclusive use of the property. Tillinghast Place is open to the RISD community for recreational use.
There is no fee to use the Tillinghast grounds for internal RISD use. It is the reserving individual’s responsibility to clean up and to restore the grounds to the condition they were in prior to the event (normal wear and tear excepted).

Amenities
There is direct access to the beach at Tillinghast. No lifeguard is on duty; swimming is at your own risk. There are two bike racks available. The first is next to the barn. The second is next to the path to the beach.
There are limited, basic restrooms available. There are two stalls in the women’s room, one stall in the men’s room, and one gender neutral bathroom. Bathrooms are open from April to October daily. If you are at Tillinghast outside that time frame and will need the restrooms, please place a work order.
There are approximately 10 picnic tables that are available for use on a first come, first serve basis. Individuals are welcome to move them throughout the property. Should your event need additional tables, or additional trash cans, please place a work order with facilities. There is a barbeque grill available on property. Grilling is at your own risk. No other type of fire is permitted on property. There is power under the gazebo, as well as on the outside the CE building and barn for use.
Vendors
Prior approval is needed for all outside vendors (i.e., rentals, tents, sound, restrooms, etc.) that will be at Tillinghast Place. All vendors must abide by RISD’s insurance requirements as outlined here. All permits required and vendor selections must be submitted to on-site manager at least 30 days prior to event. Deliveries made prior to the start of the event and/or items left after the event are the responsibility of the renter. Everything brought onto the property must be removed at the conclusion of the event.
The town of Barrington does require a permit for all tents. Tents must meet state and fire code standards. The location of the tent, and set-up and break-down arrangements, must be approved by the on-site manager. All tent companies must provide a completed certificate of insurance form, and all permits 30 days prior to the event.

Music/Sound
A sound permit from the town of Barrington must be secured for any amplified sound at least 30 days in advance of the event. All costs and details are the responsibility of the reserving individual.

Food and Beverage
RISD Caters is a full service caterer and has access to all the resources to execute your event smoothly. It can provide not only food but also wait staff, bartenders, linens, china, flatware, and an experienced day of coordinator.
All alcohol must be provided by or through RISD Caters, or an approved licensed caterer. All alcohol must be served by a TIPS-certified professional. No self-service bars are allowed. All events involving alcohol will require the presence of a Public Safety Officer during the service of alcohol. Please submit an alcohol use form to the catering department. Any and all alcoholic beverages are to be used according to the laws of the State of RI and the Town of Barrington.

Parking
The parking lot at Tillinghast Place is an unpaved, dirt lot. Should your group have more than 20 cars, an additional parking area can be provided. Please place a work order to let facilities know.

Security
RISD retains the right to require the presence of one or more Public Safety Officers (RISD or Barrington) at any event as determined appropriate by the RISD Chief of Public Safety or on-site manager. The current rate for a RISD public safety officer is $50.00 per hour with a minimum of four hours. This is the responsibility of the renter.