



Special Events and Wedding Venue Contract

This Agreement is made effective as of _____, by and between Country Pleasures Bed & Breakfast Special Events Venue and _____ (name of clients)

The CLIENTS represent that they desire to hold a special event or wedding on _____ (date) at Country Pleasures Bed & Breakfast Special Events Venue.

Barn weddings at Country Pleasures offers the complete experience for your special day. A beautiful setting, and rustic elegant barn for your wedding reception, with an option of up to a two night accommodation for up to 15 guests, residing in the 5 bedrooms on the upper level, in our bed and breakfast including breakfast both mornings.

There are two package options available:

Option 1: Venue rental

Total package cost: \$2950.00

This option includes three days. Set up Friday may begin at 9:00am and check-out by noon on Sunday. It includes the grounds, the barn, and access to the house Friday to Sunday for wedding preparation. Use of the facilities for the rehearsal will be included for no additional charge.

Option 2: Venue Rental and Lodging

Total package: \$3450.00 includes lodging for one night

\$3950.00 includes lodging for two nights

Lodging includes up to 15 guests with breakfast provided for those guests.

Tables and chairs are included for 200 guests under both options.

Option Choice: _____ Lodging (1 night or 2 nights): _____

Therefore, the parties agree to as follows:

1) Venue Rental Fees:

- a. The CLIENTS or REPRESENTATIVE FOR THE CLIENT(S), agree to pay an initial non-refundable DEPOSIT of \$1475.00. This payment serves to hold the venue for the specified date of event or wedding and is payable at the time of the contract signature.
- b. The remainder of the balance of Option 1: \$1475.00 plus tax will be paid two weeks prior to the date of the event. Balance due: _____ (date)
- c. The remainder of the balance of Option 2: \$1975.00 (one night lodging) or \$2450.00 (2 night lodging) plus tax will be paid two weeks prior to the date of the event. Balance due: _____ (date)

d. A Security Deposit of \$500.00 is due 30 days prior to the event. If something is damaged or broken during your event, Country Pleasured Bed & Breakfast shall withhold all or a portion of your security deposit. If no damage, the security deposit will be refunded within two weeks after the event.

2) Parking:

- a. We have limited parking. There are 60 parking spots available. Staff will aid in directing cars for parking. Off site parking venues are available using shuttle vans or buses to transport guests.
- b. Specific arrangements will be made on an event to event basis with the staff at Country Pleasured Bed and Breakfast

Parking Arrangements:

3) Cancellations:

- a. In the event of a cancellation of special event or wedding, all payments made to date are non-refundable.

4) Outside Location:

- a. Prior arrangements need to be made for tent set-up, beer wagon, any addition amenities, etc. Additional charge of \$50.00 for beerwagons and \$200 for self catering.

Outdoor Arrangements:

5) Policies: Bar closes @ 11 p.m. Hard liquor requires a licensed bartender.

6) Barn closes @ 12 midnight

Entire grounds including bed and breakfast has a 1 a.m. quiet time.

Fire pit is available for Friday night with quiet time of 1 a.m. Client supplies firewood.

Firepot is not available for Saturday night wedding.

7) Decorating and Take Down:

- a. You may be allowed to set up anytime on Friday, unless you have also reserved the Bed & Breakfast for Thursday night as well.
- b. Facilities will be left in the condition they are found. Client is responsible for removal of ALL decorations.
- c. Venue will take care of trash disposal and maintaining restrooms

8) Additional Decorating:

- a. You will be allowed to bring in additional decorations with approval of the Bed & Breakfast staff. Table decorations, flowers, are usually ok, but **no tape, no tacks, no glue, no paint, no confetti, etc. Nothing that will damage the floor, ceiling or walls.**
- b. Candles: Any use of candles must be approved by the facility. All candles must be contained or enclosed in glass. The flame must not reach higher than two inches below the top of the glass.

9) Impossibility: Country Pleasures Bed & Breakfast shall not be held liable for failure to carry out the function due fire, electrical failure, an act of God or other condition beyond its reasonable control.

10) Smoking: Country Pleasures Bed & Breakfast is a non-smoking venue.

- a. Ashtrays will be provided only in designated areas.

11) Rehearsal Dinner:

- a. Client is responsible for all food, beverages, and clean up following the rehearsal dinner.
- b. Country Pleasures Bed and Breakfast will supply the venue only.
- c. Prior arrangements will need to be arranged with the staff at Country Pleasures Bed and Breakfast.
- d. Rehearsal dinner must end by 10:00pm

Rehearsal Dinner Arrangements:

12) Conduct: Client agrees to conduct the function in an orderly manner in full compliance with applicable laws, regulations, and Country Pleasures Bed & Breakfast rules. The Client assumes full responsibility for the conduct of all persons in attendance and for the damages, loss or liability incurred therein. Country Pleasures Bed & Breakfast and its owners reserve the rights to refuse patronage and service of any lessee or guest(s) if they do not comply accordingly

THIS BEAUTIFUL ESTABLISHMENT HAS BEEN BUILT FOR THE ENJOYMENT OF OUR GUESTS. WE ASK FOR PARENTAL RESPONSIBILITY WITH RESPECT TO CHILDREN. IT IS NOT A PLAYGROUND, BUT RATHER A PERSONAL WORK OF BEAUTY. IT HAS TAKEN A GREAT DEAL OF TIME AND WORK, AND YOUR RESPECT OF OUR PROPERTY IS EXPECTED.

Agreement Signatures: This agreement shall become effective upon the receipt of the contract from the client.

Deposit Amount: _____ Form of payment: _____ (cash or check)

Accepted and Authorized By: _____ Accepted and Authorized by: _____
(client) (staff)

Phone: _____ Email address: _____

Date: _____

Please return the signed contract with payment to 2665 Bluebird Lane, Cottage Grove, WI 53527