

WEDDING, RECEPTION AND LARGE EVENT CONTRACT

This contract defines the terms and conditions under which [REDACTED] Bed and Breakfast and _____ (hereafter referred to as the CLIENT) agree to the CLIENT's use of [REDACTED] Bed and Breakfast's facilities on _____ (wedding/reception/event date). This contract constitutes the entire agreement between the parties and becomes binding upon the signature of both parties. The contract may not be amended or changed unless executed in writing and signed by [REDACTED] Bed and Breakfast and the CLIENT.

CLIENT Information:

CLIENT Name: _____

Address: _____

Telephone #: (H) _____ (W) _____ (C) _____

E-Mail Address: _____

Proposed Event: _____

Proposed Event Date: _____

Approximate Number of Guests: _____ (300 maximum)

Caterer: _____

Bartender: _____

Photographer: _____

Musician: _____

Officiate: _____

DJ: _____

Florist: _____

Other: _____

Facilities and Services Provided by [REDACTED] Bed and Breakfast:

[REDACTED] Bed and Breakfast will provide the facilities and services described in this contract on the event date noted above. A deposit of \$ is required to reserve and confirm the event date. Upon execution of this contract and receipt of the deposit, the following pertains to the agreement:

- Payment for facility use, rental fees for tent/tables/chairs, etc and other rental equipment will be paid to [REDACTED]. Payments are addressed in the "Deposits and Payment Agreements" section on page 2 of this agreement.
- The base price for facility use is \$ and includes the use of our grounds for a period of five (5) hours, which begins per start time indicated on the ceremony or event invitation. An additional fee of \$ per hour may be added for events lasting longer than 5 hours.
- The use of all 8 guestrooms for the CLIENT is as follows: 5 guestrooms are for overnight guests on the date of the event. The 3 remaining guest rooms will be used as preparation and restroom areas during the event. Specific rooms will be designated as 'guestroom' or 'restroom' as the event date approaches.
- A wedding rehearsal is included in the facility use fee. If the property is used for a rehearsal dinner, an event charge of \$/hour will be applied.
- [REDACTED] will manage the rental, deposit and payment for rental of tents, tables, chairs and other equipment. [REDACTED] will coordinate setup, and decorate if requested by the CLIENT.
- [REDACTED] does not provide catering. Your chosen caterer is responsible for removing all trash associated with the event / reception.
- The CLIENT is responsible for any damage that occurs during the event to [REDACTED] buildings and grounds or property of the same.
- Smoking is permitted outside only in designated smoking areas.
- Use only naturally degradable material for the 'good luck' shower.
- To be considerate of our neighbors, all music shall cease at 10PM.
- [REDACTED] will provide designated parking areas for guest and vendor parking. [REDACTED] staff will direct guests to parking areas as they arrive.

All other services, facilities and arrangements for services shall be the responsibility of the CLIENT and managed through a separate agreement with one of the vendor listed in this contract.

Deposits and Payment Agreements: The facility use and services cost for [REDACTED] [REDACTED] Bed and Breakfast described in this contract is \$ (plus PA sales tax). To reserve services on the date requested [REDACTED] Bed and Breakfast requires this contract signed by both parties and an initial non-refundable deposit of \$. Additional fees for rental of tents, tables, chairs and other equipment is provided on the attached estimate. The initial \$ deposit will be applied toward the contract balance. A second deposit of fifty percent (50%) of the total balance is due six months prior to the event date. Payment of the remaining balance is due two weeks in advance of the event. Additional costs related to 'last minute' changes will be due within 24 hours of the event.

Deposits and payments will be made payable to [REDACTED] Bed and Breakfast on the schedule noted below. A payment plan option is available upon request. A receipt from [REDACTED] Bed and Breakfast will be provided for each.

<u>Scheduled Payment</u>	<u>Amount</u>	<u>Date Due</u>
Initial Deposit	\$	With Signed Contract
Second Deposit	\$	_____
Remaining Balance	\$	_____

Approved Catering Services: Although the CLIENT may select any catering service for the reception or event referred to in this rental contract, [REDACTED] Bed and Breakfast can provide a list of vendors who have catered events at [REDACTED] Bed and Breakfast before and are in good standing. See attached.

Music and Entertainment: The proximity of local residences to [REDACTED] Bed and Breakfast is such that venue sounds, specifically sound related to music, must be kept below certain levels. All music must end by 10PM. [REDACTED] Bed and Breakfast will monitor music levels and reserves the right to advise DJ's/Musicians to decrease volume. Management must approve live bands.

Cancellation Policy: In the unlikely event the CLIENT should cancel, the initial \$ deposit is non-refundable. In the event of a cancellation there will be a 50% cancellation fee for all rental items and facility use fee. If [REDACTED] Bed and Breakfast is able to rebook a comparable event on the scheduled date a portion of the second deposit may be refunded. [REDACTED] Bed and Breakfast shall have the right to terminate this contract if the CLIENT fails to meet or violates any terms of the contract, in which case the provisions of this cancellation policy also apply. The CLIENT shall not assign or sub-lease any terms, conditions or services contained in this contract or any interest therein without the written consent of [REDACTED] Bed and Breakfast.

Alcoholic Beverages: As the host of a private party, the CLIENT acknowledges responsibility for the proper and lawful consumption of alcoholic beverages at [REDACTED] Bed and Breakfast during the duration of the event described in this contract. The undersigned acknowledges that [REDACTED] Bed and Breakfast is not licensed to sell alcoholic beverages. Alcoholic beverages are the property of the CLIENT. Alcoholic beverages will be purchased and served by an approved licensed and insured Catering Service or Bartending Agency similarly licensed and insured. The catering service and its agent will exercise due care in serving alcoholic beverages, and will refuse service to any person appearing to be under the age of 21 or any person who appears to be intoxicated. No hard liquor or "Shots" will be served or permitted on the premises during the event. Identification and proof of age will be requested from any person who appears to be under 21 years of age. Alcoholic beverages will be removed from anyone believed to be a minor or from any intoxicated person. The catering service or its agent will serve all alcoholic beverages consumed in accordance with the laws and regulations of the State of Pennsylvania. The alcoholic beverage service will end no later than 9:30PM. The CLIENT agrees to fully cooperate and assist [REDACTED] Bed and Breakfast, the

catering service and its agent in enforcing the laws of the State of Pennsylvania and the policies of [REDACTED] Bed and Breakfast regarding the consumption of alcoholic beverages.

Responsibility and Security: [REDACTED] Bed and Breakfast does not accept any responsibility for damage to or loss of any articles or property left at [REDACTED] Bed and Breakfast prior to, during or after the event. The CLIENT agrees to be responsible for any damage done to [REDACTED] Bed and Breakfast by the CLIENT, his/her guests, invitees, employees or other agents under the CLIENT's control. Further, [REDACTED] Bed and Breakfast shall not be liable for any loss, damage or injury of any kind or character to any person or property caused by or arising from any act or omission of the CLIENT, or any of his/her guests, invitees, employees or other agents from any accident or causality occasioned by the failure of the CLIENT to maintain the premises in a safe condition or arising from any other cause. The CLIENT, as a material part of the consideration of this agreement, hereby waives on its behalf all claims and demands against [REDACTED] Bed and Breakfast for any such loss, damage, or injury of the CLIENT, and hereby agrees to indemnify and hold [REDACTED] Bed and Breakfast free and harmless from all liability for any such loss, damage or injury to other persons, and from all costs and expenses arising there from, including but not limited to attorney fees.

Contract Signature: This contract constitutes the entire agreement between [REDACTED] [REDACTED] Bed and Breakfast and the CLIENT and becomes binding upon both parties when signed in conjunction with a \$ non-refundable deposit.

The CLIENT:

Name: _____

Signature: _____ Date: _____

[REDACTED] Bed and Breakfast:

Name:

Signature: _____ Date: _____