

# Taylor House Wedding/Event Agreement:

## *Guidelines:*

**You must present a Georgia marriage license and a picture ID for us to perform your ceremony.**

We are a no alcohol venue. We can recommend an affordable nearby venue for an after party.

We are a no smoking venue. All smokes must be disposed of in the appropriate outside containers.

## *General :*

**We want you to have an occasion to remember....for all the right reasons! To that end, please follow the below guidelines to help us keep our prices low:**

- A Taylor House Weddings and Event employee will be on duty at all times and is always available to assist you. He/she is also the only person authorized to operator any audio-visual equipment owned by the venue.
- Afternoon weddings begin at 1:30 and evening weddings begin at 7:00 pm.
- Receptions conclude 30 minutes prior to the end of your time slot to allow adequate time for you to gather your items so that you don't accidently run over your allotted time.
- We're sorry but staying past your allotted time will result in an additional charge of \$200.00 per hour (or portion of an hour).
- Access to the facility is only permitted during the dates and times specified for your event.
- The maximum capacity for afternoon weddings/events is 20 and evening weddings/events is 40. If the number of guests exceeds the above-mentioned capacity for your event, we reserve the right to end the event and/or to add an upcharge of \$20.00 per guest.
- Time does not permit professional hair and make-up to be done at the venue. Please come prepared to slip into your wedding attire so that you will be ready for pictures if you so desire.
- Space is limited, please, no more than 2 attendants each for bride and groom.
- Taylor House Weddings and Event s is not responsible for any items left behind by the lessee.
- No drugs, alcohol, weapons, or fireworks permitted on premises.
- No pets allowed. (with the exception of Certified Service animals )
- All guests are expected to conduct themselves in an orderly, respectable manner. Guests who do not follow this expectation may be asked to leave or escorted off of the premises.
- We reserve the right to refuse clients.
- Please do not move furniture around.
- A recommended vendor list is available upon request.
- Please make your photographer aware of your time limitations.
- We have multiple officiates on staff. We reserve the right to substitute them as necessary.
- Outdoor weddings may be subject to road noise.
- The Taylor House is a historic venue with many original floors and walkways. Those surfaces can be uneven.

## *Pricing considerations:*

**We endeavor to offer the most beautiful wedding venue at the most reasonable price possible. In order to do that, we have the following policies:**

- You are welcome to bring your own officiate; however, there is no reduction in price.
- Payment must be made in full at time of booking.
- Please be certain of your date and time when you book as cancellations will receive 50% refund.
- In order to keep our prices as low as possible, there is a 3% additional charge for credit/debit cards.
- We do not provide wedding rehearsals. An attendant will guide you the day of the wedding.

\_\_\_\_\_ **Initial Here (I have read and agree to the above)**

## Taylor House Wedding/Event Agreement: (continued)

### *Food and Flowers:*

**We allow outside food to be brought in by you or a (Georgia) licensed caterer. However, finger foods and cold trays only please.**

- It is the responsibility of your caterer or your friends and family to clean up food that is brought in. An additional \$100.00 fee could be incurred if clean-up is left to the venue.
- Our wedding reception consists of 1 wedding cupcake and 6 ounces of punch per person. We provide cups, napkins, and 7 inch plates. We also serve nuts and mints. We do not provide cutlery.
- You or a florist may bring in alter-type flowers, bouquets and boutonnieres.
- We have several bouquets available for loan (no charge).

### *Damages:*

**Our venue is wedding/event ready! We ask that you take care of it! Please be aware of the following:**

Should significant, willful or negligent damage occur or items disappear during your use of the venue, additional charges will be incurred. All rooms have been photographed to help us identify damages or missing items.

So sorry, the following items are not allowed:

- nails, staples, screws or tacks or tape (on furniture, floors or walls)
- confetti, glitter, potpourri, sequins, flower petals, sand, hay, fake snow
- rice, silly string, party poppers, sparklers, wax candles, bird seed or similar items

The Taylor House is a historic home with many original walls, floors and walkways. The Lessee shall indemnify, defend and hold harmless Taylor House Weddings and Events and its owners, managers, agents, contractors or anyone affiliated with Taylor House Weddings and Events from any and all loss, cost (including attorney's fees), damage, expense and liability (including statutory liability and liability under workers compensation laws) in connection with claims, judgments, damages, penalties, fines, liabilities, losses, suits, administrative proceedings arising out of any act of neglect by lessee, its agents vendors or invitees, in, on or about the venue grounds. Lessee hereby releases Taylor House Weddings and Events from any and all liability or responsibility to lessee or anyone claiming through or under lessee by way of subrogation or otherwise for any loss or damage to equipment or property of lessee covered by any insurance then in force.

The lessee becomes bound to this agreement at time of signature. The lessor becomes bound at time upon payment in full. The lessor can only be responsible up to the amount of payment received.

IN WITNESS WHERE OF the parties hereto have executed this 2 page agreement as of the day and year first above written.

Taylor House Weddings and Events

Client/Lessee

436 Academy Ave.  
Dawsonville, GA 30534

BY: \_\_\_\_\_

Sign \_\_\_\_\_

For property owner

Date: \_\_\_\_\_

I have read and understand the above agreement. I agree to it and to all charges.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_