

Walhill Farm & Events

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2019 Rental Agreement

Lessor and Lessee agree to the lease of the facility* as specified below:

Name of the event: _____

Date of the event: _____ Number of People: _____

Event Time: _____ Set-Up Date: _____

*Facility refers to The Barn and the grounds immediately surrounding The Barn. Separate events (i.e. rehearsal dinners or Sulky Lodge events) may be booked under separate agreements.

<p>Barn Rental</p>	<p>\$4900 (5 hour reception) Latest last call 11pm **See page 2 for additional pricing.</p> <ul style="list-style-type: none"> • The Lessee may have access to The Barn the day prior to the event at 9am. • The balance must be paid in full one week prior in order to have access to the barn. • A Walhill employee is the last to leave the Barn on the night of the event, all individuals must be gone from the Barn within 30 minutes of the event ending – unless otherwise agreed upon. • For additional event time there will be a charge of \$350 per hour extra. • Personal items must be removed from The Barn by noon on the day after the event. • Walhill will set up all tables, clean and tear down after the event. • The Barn is a non-smoking facility but smoking areas and ashtrays are provided outside under cover. • Barn Rental includes the following decorations & linens: Globe Lights Burlap Canopy Barn Door Drapes Iron Chandeliers Tablecloths for all tables, includes buffet tables. Added décor and embellishments are available upon consultant at an additional expense. • Endless Fountain Soda included with rental. • Chips & Pretzels included all night for free at your event.
<p>Lakeside Ceremony</p>	<p>\$300 (in addition to The Barn rental) Includes 50 chairs. Each additional chair is charged at \$2 per chair.</p>

Lessee Initial:

<p>Or East Side of Barn</p>	<p>In the event of inclement weather the decision to forgo a lakeside ceremony must be made by 9 am on the morning of the wedding. Charges may apply. \$150 (in addition to The Barn rental) Includes 50 chairs. Each additional chair is charged at \$2 per chair.</p> <p>Talk to the Event Manager for alternative plans due to weather. Plan must be made prior to the ceremony.</p>
<p>Bar/Beverages</p>	<p>All alcohol, at all times, must be supplied through Walhill Farm per our liquor license. Alcohol obtained from sources other than Walhill Farm will not be tolerated on the property. No Exceptions. Abuse of this policy will lead to the loss of the lessee's security deposit.</p> <p><u>Bar Packages</u> <u>Blacksmith - \$13 per person</u> Includes: Choice of two Domestic Beers - Bud light, Budweiser, Yuengling, Mich Ultra House Wine – Chardonnay, Moscato & Cabernet Sauvignon</p> <p><u>Sulky - \$18 per person</u> Includes: Choice of two Domestic Beers –Bud light, Budweiser, Yuengling, Mich Ultra House Wine – Chardonnay, Moscato & Cabernet Sauvignon Liquor – Well Liquor</p> <p><u>The Stallion - \$25 per person</u> Includes: Choice of two Domestic Beers - Bud light, Budweiser, Yuengling, Mich Ultra House Wine – Chardonnay, Moscato & Cabernet Sauvignon Liquor – Top Shelf</p> <p>If you choose not to have a package, a fixed amount of alcohol can be pre-purchased for your event. Domestic beer starts at \$225 per half barrel.</p> <p>Full cash bar is also available for any event. Draft Beer starting at \$4.00 (this is the cash bar price) Mixed Drinks & Wine start at \$5.00 (this is the cash bar price)</p> <ul style="list-style-type: none"> • Last call for alcohol service is given 30 minutes prior to the end of the event. • Fountain Soft drinks are included in the barn rental price. • Water is available via the soda machine. • A coffee bar (regular, decaf, cream and sugar) is available for \$100.00 <p>We will gladly accommodate any special requests. Additional costs may apply.</p>
<p>Bartenders</p>	<p>By law, all alcohol must be served by Walhill's licensed bartenders through Walhill's Liquor License.</p> <ul style="list-style-type: none"> • Two bartenders are included with the purchase of alcohol. • Each additional bartender is charged at \$15 per hour per bartender. <p>On average, 1 bartender is required for up to 75 guests with a full open bar or 1 bartender per 125 guests for beer and wine with cash bar. We will work with you to determine the proper staffing for your specific needs.</p>
<p>Gratuity</p>	<p>18% gratuity will be added on all alcohol and catering. Gratuity will not be refunded on any returned alcohol, this is a service fee.</p>

Lessee Initial:

Tables & Chairs	<p>Barn rental includes the following tables & chairs. Chairs 450, 34 - 8 foot tables, 30 - 6 foot tables, 40 x 5ft round tables and 3 - 4 foot round tables. This is subject to change.</p> <p>Walhill will set up all tables and linens. Table décor not included.</p> <ul style="list-style-type: none"> • A consultation with a design professional is included in your contract. They will work with your requirements and develop a floor plan specific for your event. Should you decline this service, you will need to submit a floor plan for approval 30 days prior to your event.
Decorating	<p>No nails, staples or screws may be used to hang anything from the walls, rafters and/or ceiling. Candles must be covered by a glass globe or in a glass container. The container must have a bottom to it. No open flames permitted.</p> <p>All non-biodegradable items such as rice, artificial confetti, artificial petals etc, are NOT permitted to be thrown at any event on Walhill property.</p> <p>No hay/straw bales are permitted in the barn.</p>
Catering	<p>All catering must be done through Walhill Farm's catering department. Items are selected from a catering menu at catering prices. All meals in The Barn are served buffet style. Items catered by Walhill will include disposable plate-ware, flatware & napkins. Use of real dinner ware may be rented in through an outside source but bussers will be required. You can provide your own bussers or hire them through Walhill Farm at \$20.00 per busser per hour.</p> <p>For items not catered by Walhill Farm ie: Cakes. There will be a \$0.40 per person charge for plate-ware, flatware & napkins. Alternatively you may bring your own.</p> <ul style="list-style-type: none"> • Walhill will provide a basic buffet table set up which includes linens. • Your menu needs to be selected 30 days prior to the event. • The confirmed headcount is due 15 days before the event. This final count will be used to calculate the final catering bill, adjustments cannot be made during the 2 weeks leading up to the event. • Cake cutting service is offered for an additional \$100 fee. Speak with the event coordinator prior to the event if this service is needed. • Chips & Pretzels are included with your event. <p>In order for catering leftovers to be taken home, you must sign the addendum and provide your own leftover containers. Walhill Staff will package any leftovers to be taken home.</p>

A Barn Rental deposit of 25% is due upon receipt of contract. The balance is due one week prior to the event. The deposit is refundable, minus a \$200 administration fee, only if the reserved date is filled by another event.

A \$500 refundable security deposit is due the same day as your deposit, and refunded within 10 days following the event, provided there have been no violations of service laws and policies and belongings have been removed from the venue and there is no damage.

Cancelation Policy

If the Lessee should wish to cancel their Barn rental, they must submit a written cancelation notice. The Lessor, Walhill Farm, will refund the \$500 security deposit to the Lessee within 10 days of receiving the written cancelation notice. If the canceled date is booked by another event, the 25% deposit will be refunded, minus a \$200 administration fee.

If the canceled date goes un-booked, the Lessee does NOT receive a refund for the 25% deposit made on The Barn rental.

Lessee initial:

This agreement made and entered into this _____ day of _____ by and between Walhill Company, LLC (Lessor) and _____ (Lessee).

Amount Due for Facility Rental:

_____ Barn Rental \$4900 (Deposit required \$1725)

_____ Lakeside Ceremony \$300

_____ Eastside of Barn \$150

Deposit Amount Paid: _____ Date: _____

Paid By: _____ Check Number: _____

Cash: _____ Credit Card: _____

Signed By:

_____ Lessee	_____ Print Name	
_____ Address	_____ Telephone	_____ E-mail
_____ Lessee	_____ Print Name	
_____ Address	_____ Telephone	_____ E-mail
_____ Lessor, Walhill Company, LLC	_____ Print Name	

Prices are firm once agreement is signed. Otherwise, all prices are subject to change.

Catering prices are subject to change due to season and availability.