



“Weddings with a View”™ – Guidelines and Contract - 2020



Rose's Berry Farm, LLC (RBF) hosts “on the deck” covered outdoor Weddings/Receptions for up to 110 guests.

Larger outdoor weddings can be hosted for up to 300 guests using a rented tent (additional \$\$) on the Farm.

Wedding dates may be booked from Mid-May through mid-October.

Other Information

- *The Deck is available any day for weddings from mid-May-October (except Sundays mid-June-Oct)*
- *Parking is in our large lower lot down the hill (just below the restaurant)*
- *Handicapped parking is next to the Deck with space for 10 cars –Drop off is allowed for anyone who needs it*
- *Restrooms are Port-O-Lets at the end of the parking area near the Playground and just below the deck*
- *There are no “public” rest rooms on the Deck/restaurant level*
- *Rental of Trailer Restrooms is an option if you would like “fancier” accommodations*
- *Receptions must end by 11:00 pm due to local noise regulations*
- *Group rates available for out-of-town guests, with Hilton Garden Inn, Glastonbury, CT*
- *RBF can refer you to a Wedding Planner/Coordinator – Required as we do not provide this service (minimal help)*
- *RBF can refer you to Catering services – we partner with several local catering companies that can meet your needs. Sample menus can be made available for your review.*
- *RBF can refer you to a Celebrant/Justice of the Peace if you plan a Civil Ceremony*
- *RBF can refer you to a Florist*



Wedding Facilities & Venue Fees

<i>Wedding Venue Fees</i>	<i>Deck - Capacity 110</i>	<i>Tent - Capacity 110-300</i>
<i>Saturdays</i>	\$2750	\$3500 + tent rental
<i>Friday & Sundays (Sunday after 3pm)</i>	\$2500	\$3000 + tent rental
<i>Monday-Thursday</i>	\$1800	\$2500 + tent rental
<i>Refundable Damage Deposit</i>	\$500	\$500

Optional Additional Costs

<i>Rehearsal Dinner</i>	\$500 with a Wedding, \$750 Dinner only up to six hrs
<i>Onsite Ceremony (Wedding area near ponds/Gazebo)</i>	\$350 (potted flowers, Lower deck and The Pond House use) – included with Tent Weddings
<i>Use of Upper Deck in addition to Lower area (when renting Tent)</i>	\$500
<i>Chair/Table removal (from Deck if you BYO tables, etc.)</i>	\$350
<i>Restroom Trailer Rental (we have free Port-o-lets)</i>	\$800-1500
<i>Bridal Shower (Deck)</i>	\$300 with Wedding
<i>Marriage Official/Minister</i>	\$250
<i>PA System Rental (Music)</i>	\$100

Rental Deposits, Refunds and Cancellations

- A deposit of \$1200.00 will be payable by cash, check, or credit card to hold the agreed upon date – the amount is refundable for the first 15 days of the contract
- If the reception is cancelled, 180 days or more in advance fifty (50%) per cent of deposit will be refunded
- Any cancellations within 180 days of the event result in forfeiting the entire deposit
- A guaranteed number of people is requested seven days prior to the wedding reception or group function
- Final payment by **check** is expected at least 30 days prior to the event



What is provided for the Venue Fee?

- One of the most beautiful farm locations in Connecticut, in the “Tuscany-like” hills of South Glastonbury
- Reception on our covered Deck or a Tent located on the Farm
- Access to Commercial Kitchen Facilities for you or your Caterer
- Access to approved local vendors who will work with you to create a special day
- Parking for all guests, with parking lot attendants if needed
- Signage for your special day to direct guests
- Clean Port-a-let restrooms – Trailers available for additional rental fee
- Private use of the farm if wedding is outside business hours/before season

Rentals, Food, Vendors and Set-up (see attached list)

- RBF can refer rental companies for equipment (tables, dishware, tents) if required – Caterers will handle this in most cases
- Any changes to our picnic tables/deck setup to be handled by RBF staff is subject to a \$350 set-up/knockdown fee
- Kitchen use/access by the Caterer must be cleared in advance, as our kitchen may be in use.
- The Caterer is also responsible for clean-up of kitchen, food serving/dining areas and trash removal – if caterer is not staying on site (drop food off), the Wedding Organizer is responsible for trash barrels removal from Deck
- Damage to any part of RBF’s physical plant, kitchen or grounds, rental equipment or other property of RBF or its subcontractors will be the responsibility of the person signing the Catering Agreement
- ***The Caterer will be required to add Rose’s Berry Farm LLC as an additionally insured to their insurance to cover the serving of food and Alcoholic beverages. Caterer or wedding party are responsible for providing the alcoholic beverages plus a certified bartender. If the bartender is a not part of the catering staff, they will need to also provide a Certificate of Insurance (COI) with Rose’s Berry Farm LLC listed as an additionally insured.***
- **Smaller weddings (under 50) may be allowed to BYOB – You will also need a COI with Rose’s Berry Farm LLC listed as a additionally insured.**
- Decoration time is included for “day of” the ceremony – possible day before if no other events are scheduled
- Children under the age of twelve must be supervised always
- Pets are not allowed, except for Service Dogs or if arrangements are made in advance
- Professional Photography services are available by [Mark Sanderson](#), a member of our staff
- Celebrant services are available by Mark Sanderson (Ordained by American Marriage Ministries -legal in CT)
- You may reach Mark at 860-833-9369 [Mark's website](#)

I have read this agreement and understand my responsibilities regarding organizing and conducting this event on the property of **Rose’s Berry Farm, LLC**. (RBF)

Wedding Organizer: _____ Date: _____

I agree to all payment schedules and information deadlines and release RBF from any liability related to possible guest problems, personal injuries, food poisoning or other unforeseen problem.

Responsible Party: _____ Date: _____

Special Requests/Questions/Conditions: _____

*Rose's Berry Farm will do our best to meet your needs and any special situations the best we can.
We want to make your “Wedding with a View” the best experience it can be!*



Rose's Berry Farm – Weddings with a View

Information Sheet – Required to be returned to RBF 90 days before Wedding

Type of Event (Circle)	Deck Reception	Tent Reception	Rehearsal Dinner
Number of Guests			
Event Date		Event Times	
Planner Name			
Wedding Ceremony Here?			
Ceremony Location (other)			
<i>Wedding Party / Vendor Information Sheet</i>			
<i>Title</i>	<i>Name</i>	<i>Cell/Home Phone</i>	<i>Email</i>
Planner/Organizer			
Caterer			
Bride			
Groom			
Bride's Parents			
Groom's Parents			
Best Man			
Maid of Honor			
Florist / Decorator			
Celebrant/JP			
Photographer			
Videographer			
Band / DJ			
Bartender/Service			
Tent Rental Desired?		Fee	
Chairs/Tables rental		Fee	
Dishes & Silverware		Fee	
Trailer Restroom rental?		Fee	
Total Fee		Deposit Received	
Final Payment Received			

Please call with any questions – 860-633-6001 - Mark Sanderson (860-833-9269-cell)

Please return via mail / email or Fax: 860-657-3062

RBF Weddings with a View
 295 Matson Hill Rd.
 South Glastonbury, CT 06073

email: salesrbf@gmail.com