



Hemlock Falls LLC Wedding Contract

5501 Highway 150, Sequatchie, TN 37374

423-260-6399

**IT IS VERY IMPORTANT THAT YOU READ THE CONTRACT THOUGHROLY
SO YOU DO NOT LOSE YOUR DAMAGE DEPOSIT**

Thank you for choosing Hemlock Falls as your venue for one of the greatest celebrations in life! We are so excited that the first special memory you will have of each other as husband and wife will be looking at the majestic view from the mountain! We hope you enjoy this beautiful scenery with your family and friends. We will do everything we can to help make your day better than you could have ever imagined!

Please be sure to read the policies in this contract thoroughly and share this information with your guests to ensure that your event runs as smoothly as possible.

Tour Hemlock Falls LLC:

We are happy to set up an appointment with you so that you can explore Hemlock Falls, and go over what you envision for your wedding. You are not obligated to use the vendors we work with if you want to do things yourself. However, we have found that it takes a lot of stress off the bride to simply show them your ideas and let them handle whatever you are unsure about. We have a list of vendors we can refer to you for all of your wedding needs. Call Lynn at 423-260-6399 to schedule your viewing of Hemlock Falls.

Reserving Your Wedding Weekend:

A non-refundable down payment of \$1,000 is required to reserve your weekend, which will go toward your balance. Once the down payment is paid, it will not be refunded. The remaining balance can be broken down into two payments but **must be paid in full 60 days prior to your wedding.** We are willing to work out a payment plan that fits your budget if you are unable to pay off your balance in two payments. You can pay via check, money order, or cash and will be given a receipt of purchase. Once the balance is paid in full there will be NO REFUNDS or partial refunds.

Wedding Weekends:

IT IS VERY IMPORTANT THAT YOU READ ALL THE RULES WITHIN THE CONTRACT TO ENSURE THE RETURN OF YOUR DAMAGE DEPOSIT. PLEASE GIVE A COPY OF THE RULES TO YOUR COORDINATOR, OR PERSON IN CHARGE, THE DAY OF YOUR WEDDING TO ENSURE THAT ALL RULES ARE FOLLOWED. YOU ARE RESPONSIBLE FOR ANY DAMAGE CAUSED BY RULES BROKEN DURING YOUR WEDDING WEEKEND.

We do weddings by the weekend at Hemlock Falls, which means that you will have access to the property starting at 3:00 pm central time on Friday through Sunday at 11:00 am central time. Everything must be out of the cabin at 11:00 am so housekeeping can clean up for the upcoming guests. You can have until 3:00 pm central time to clean the grounds. This ensures there is no stress in trying to decorate before and clean up after the wedding in a rush. This is your big day and we want you to enjoy it! **Make sure you have a team of people to help you clean up your wedding the day AFTER the wedding. This ensures that none of Hemlock Falls decor is misplaced or taken in a rush.** This also allows you to have the rehearsal dinner at Hemlock Falls if you wish, and stay the first night of your honeymoon in our rustic, romantic log cabin. If your wedding is on a Friday, Sunday, or weekday, we will adjust it accordingly so that you still have access to the property for the 3 days/ 2 nights. **The price for the entire weekend including your stay in the cabin and use of all decor / arbor is \$3,850 (taxes included) plus a refundable damage deposit of \$500. However, if you cause damage beyond the price of your damage deposit, you will be liable for extra charges.** The price will not be discounted if you do not use the whole weekend. Please note that the Noise Curfew is 11:00 pm central time on the day of your ceremony, and 9:00 pm central time on the day of your rehearsal dinner.

UNLESS YOU ARE A VENDOR, YOU ARE NOT ALLOWED TO DRIVE ON THE GRASS. If you do not have vendors, you are only permitted to drive on the grass to unload your vehicle, then must immediately park in our designated parking area. Please inform your guests that they must park in our designated parking area as well.

Elolements:

Our Elopement Package includes the honeymoon stay at the cabin for the weekend, wedding decor if you would like to use it, small cutting cake, and a bottle of champagne. The Elopement Package allows venue use for the **bride, groom, and officiant. There must not be more than a total of 10 people on the venue property for your Elopement, or it will be considered a small wedding and your price will increase to our Wedding Package. The price is \$1,250, plus a refundable damage deposit of \$250.** The price will not be discounted if you do not use the whole weekend. Any additional guests other than those mentioned above would fall under our Wedding Package.

*officiant and photographer are not provided. But we can recommend some if you need one.

Venue Capacity:

Hemlock Falls can accommodate a maximum of 175 guests. You must inform us of the number of guests attending the wedding and rehearsal dinner.

The Cabin:

The cabin is to be used by the bridal party only! If you will have more than 5 total in your wedding party, you will have to book a nearby hotel or AirBnB, as we cannot accommodate due to the size of the cabin. The cabin is primarily for the Bride and Groom, and for their honeymoon. Wedding guests are not to be inside the cabin at any time and it should be locked during the wedding ceremony and reception. We will provide outdoor restrooms for guests near the cabin so **no guests should be in the cabin restroom.** The cabin is simply not large enough to handle the traffic of 175 guests in and out of the restroom.

If groomsmen need a place to get ready they may do so 1 hour prior to the wedding ceremony at the adjacent Shelton house. The Shelton house should be used for changing into their tux or suit only. The Shelton house does not allow use of their shower, so groomsmen must come already showered. The Shelton's are NOT responsible for providing any iron, steamers, laundry services, shower, etc. The Shelton house should be used for the groom and his groomsmen only. *Photographers are allowed to make getting ready photos at the Shelton home.

For both the Wedding Package and the Elopement Package we offer the 3 day / 2 night stay at the cabin. As previously stated, this allows you to spend the first night of your honeymoon in the cabin. You may purchase additional nights if you would like to stay the entire duration of your honeymoon. The nightly rate is \$179 plus tax.

Liability and Damages

1. **You will be held responsible for payments of any and all damages to the property of Hemlock Falls LLC that are caused by your guests, wedding party, family, or vendors during the use of our premises, including payment of reasonable attorney fees. You agree to hold harmless Hemlock Falls LLC of any damage, liability, or injury suffered by you, your family, your guests, or your vendors while on Hemlock Falls property.**
2. Due to Insurance Liability; Occupancy beyond the cabin is prohibited. No tents, motor homes, or RV's are allowed to set up on Hemlock Falls property.
3. Once balance is paid in full there will be NO REFUNDS or partial refunds.
4. Please be aware that Hemlock Falls is surrounded by bluff and drop offs that are not fenced or child friendly. **We strongly advise you** to inform your guests of this and supervise children at all times who may be tempted to get too close to the cliffs. A prepared place for children away from the bluff with games and childcare would be suggested.
5. **DO NOT FLUSH** anything other than toilet paper in the cabin toilet. No feminine products should be flushed at any time. If it is found that feminine products have been flushed and clog the septic system, you could be charged damages to repair the septic system. The cabin is on a septic system and cannot accommodate a large number of people.
6. Storms: No refunds will be given due to weather conditions or power outages that are beyond our control.
7. Tenants agree to pay all reasonable costs, attorney's fees, and expenses that shall be made or incurred by Hemlock Falls LLC enforcing this agreement.
8. Only legally owned and permitted firearms shall be allowed on the premise according to state laws and local laws. NO hunting allowed or discharging of firearms.
9. Wedding party agrees that fireworks and other hazardous materials shall not be used in or around the property. Sparkler spend off is permitted as long as a Fire Permit is obtained during fire season (Oct 15 - May 15).
10. The property has a fire extinguisher under the kitchen sink to be used only for emergencies and smoke alarms that are believed to be functional at the time of rental.
11. The guest(s) **must keep doors and windows closed** when the heater/AC is in operation.
12. **UNLESS YOU ARE A VENDOR, YOU ARE NOT ALLOWED TO PARK OR DRIVE ON THE GRASS. IF YOU ARE NOT USING VENDORS, YOU MAY DRIVE ON THE GRASS ONLY TO UNLOAD YOUR VEHICLE, THEN MUST IMMEDIATELY PARK IN OUR DESIGNATED PARKING AREA. IF YOU HAVE A HANDICAP GUEST, YOU MAY DROP THEM OFF AT THE TENT BUT MUST IMMEDIATELY PARK IN THE DESIGNATED PARKING AREA. PLEASE BE SURE YOUR GUESTS PARK IN THE DESIGNATED PARKING AREA AS WELL.**

Initials: _____

Vendors and Decorations:

- No tacks, nails, staples, screws, pins or any other material that could be permanently damaging to the cabin will be allowed.
- You or your vendor coordinators you hire are responsible for setup or any / all decorations. **All decorations must be removed and the grounds cleaned on the day of check out by 3:00 pm central time. However, all decorations, personal belongings, etc. in the cabin must be removed by 11:00 am central time.**
- **If you borrow vintage decor items from Hemlock Falls LLC you are responsible for any damage and the deposit will be kept to cover replacement.** Upon arrival, you will come to the Shelton house to pick out any decor that you would like to use. The decor will then be packed and delivered to the venue, in which you will be responsible for decorating. After the wedding, you will pack your decor into the Hemlock Falls storage containers and leave under the tent. We will retrieve the items the day after the wedding.
- You / Wedding Coordinator are responsible for ensuring the vendors have cleaned up the grounds after the event has ended. **If the grounds/venue are left in disarray the damage deposit will be kept.**
- The traditional "tossing" at the bride and groom during and after the ceremony is limited to the use of **live flower petals**, leaves, bubbles, bird seed, or butterfly release. **At no time shall rice, silly string, confetti, fake petals, or any non-biodegradable material be tossed outside.** Sparkler send off; see #7 in liability and damages section.

Alcohol and Tobacco Use:

- **No smoking in the cabin at any time!!**
- Smoking is allowed outside but cigarette butts must be disposed of in designated containers or a cleanup removal fee of \$100 will be added.
- Hemlock Falls LLC does not have a liquor license; therefore, alcohol must be served by a licensed bartender over the age of 21. Bartender's license must be provided to Hemlock Falls LLC to have on file 30 days in advance of wedding. **No beer kegs** or cash bar.

Confirmation:

I understand that a credit card number must be on file with Hemlock Falls LLC to be used for any incidental charges incurred during the rehearsal dinner, wedding ceremony, and/or the reception.

Initial: _____

I understand that I am giving Hemlock Falls LLC permission to use any wedding / elopement photos for their social media, advertising, etc.

Initial: _____

I understand that no rehearsal or wedding will take place unless bill is paid in full 60 days prior to the event.

Initial: _____

Hemlock Falls LLC Representative: _____ Date: _____

Client Signature: _____ Date: _____

Address: _____

_____ Phone: _____