



Bleeks & Bergamot

RURAL RECEPTIONS



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Rental Inclusions 2022

- **Day of access to the main property from 2 pm onwards**
 - Vendors access to property for preparations from 10 am onwards - floral, décor, food, DJ etc.
- **exclusive use of our 5 000 square foot white stone courtyard**, flanked by meticulously and professionally landscaped grounds
- **professionally designed hanging baskets & planters** in bridal/neutral palette surrounding the courtyard space
- **exclusive use of our new 2 000 square foot white reception building for dining and sheltered socializing**, that can comfortably accommodate 150 seated dinner guests, or up to 200 for a cocktail style affair. Open rafters and ship-lapped walls, with 5 sets of sliding barn doors that open up onto the courtyard.
- **NEW FOR 2022 -exclusive use of the newly updated white Quonset**, with caterer's prep space & balance of space for use as you wish - indoor ceremony, dining, evening dancing and reception etc. Adjacent to primary reception building, and offers another approx. 2,400 square feet of covered building, with 1,300 square feet usable for your purposes (and remaining 1100 square feet of this space for storage and kitchen for caterers)
- **Use of 100' by 10' wide white drapery as desired**
- **use of 300' of white tulle material as desired** (can use inside and outside. Tulle is really nice to drape through shepherd's hooks with lights from the parking field to the main entrance, to the courtyard etc.)
- **our one hundred year old dairy barn**, with new white portico offers a stunning backdrop for your wedding ceremony and more (no inside access at this time)
- **quick response to all inquires via email**, with constant support along the way
- **private access to our nearby riverside property** for extremely scenic bride and groom photos, wedding party shots, first look, golden hour, or other small group photography, alongside mature trees, rapids, and 150 year old log buildings (access is available after 2 pm on the day of your event until sunset, at the latest.)
- **complimentary booked visit and tour** prior to your event, preferably in the Spring or Summer of/ before your event.
 - Use of our riverside property for up to a 1 hour booked time slot in the 12 months leading up to your wedding is also included for engagement photo session should you wish.
- **access to one of our beautiful sunflower fields** for really lovely photographs in your best attire on the day of your event (our sunflowers are in their peak bloom phase between mid July -mid September)



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Rental Inclusions Cont'd

- **beautiful wood cross back chairs and solid oak church pews** in the courtyard, or inside our reception building of choice, for your full ceremony guest count
- **wood cross back chairs, stretcher base wood farmhouse dining tables, and all other items booked for your reception** are fully set up in layout of choice, and cleaned up for you
- **last call is at 12:30 am**, with full party departure from the property by 1 am at the latest
- **120 inch projector screen and portable 4K projector** which easily plugs in to smartphone or laptop (for a photo/video slide show)
- **an abundance of outdoor seasonal décor** that has been grown right on the farm for you to use as you wish (i.e.; pumpkins, colourful fall mums, and straw bales in the fall etc.)
- **3 propane patio heaters** for keeping cooler evenings feeling sunnier for your guests in the courtyard + full propane tanks included to last the duration of event
- **ample guest parking in our adjacent field** **overnight parking permitted as long as vehicles are picked up by 12 pm on the day following your event**
- **beautiful, custom "modern farmhouse" bar**, barware, and bartender/s (please see our bar packages for pricing based on guest count and the extra bar related amenities provided)
- **twinkle string light curtain** for use as you wish indoors (10' x 10')
- **pretty twinkle string lights hung throughout the courtyard** space to offer you and your guests an incredible evening ambience
- **full complimentary access to "the finer details" décor listings**. Please see our website for those detailed listings. We will be updated this to show so many more items we have purchased for our couples to use over the coming months.
- **use of 2 vintage Cockshutt tractors for guest/bride and groom photos**, parked adjacent to courtyard should you wish. Your own vintage/prized vehicle can also park here instead for close up viewing by your guests, or for bride drop off etc.
- **pretty and accessible washrooms**, with complimentary toiletries for freshening up just off of one side of courtyard.
- **blankets and umbrellas** X 30 each + sunblock and bug spray
- **commercial coffee maker** & a variety of complimentary Rideau Roastery Brews, as well as black and herbal teas on a vintage cabinet, along with white china cups, saucers, tea spoons and cream and sugars
- **WiFi in the courtyard + phone charging stations**
- **washer toss game x2 + corn hole game**





BEAUTIFUL WHITE STONE WITH CENTURY OLD DAIRY BARN BACKDROP

THE COURTYARD

Over five thousand square feet, between the dairy barn and our other two indoor reception/ceremony buildings for 2022. Twinkle string lights all throughout the space overhead, and a chandelier in the white portico, gives an amazing evening ambience for your guests, alongside patio heaters, umbrellas and lounge seating. It is meticulously landscaped, and will feature a new and unique rock retaining wall as well for Spring 2021 onwards. This is the perfect spot for your outdoor ceremony, photographs with family and friends, outdoor lounging, and cocktail hour games galore! A vast space, and pristine hardscaping and landscaping makes this space a real show stopper.



LARGE WHITE STEEL DOME STRUCTURE

THE QUONSET

A great place for anything! This large building is currently natural steel arches reaching about 15 feet high, and is storage till Spring of 2021. Our professional painters will be painting it all a soft white in Spring of 2021, and we will be further upgrading it through adding skylights, concrete floors, chandeliers and Edison string lights throughout for Spring 2022 events onwards hosted at Bleeks and Bergamot. We think it is going to be a pretty incredible space for you and your guests!

The building is large, measuring 38 feet by 68 feet in length (about 2,500 square feet). Only usable for 2022 events onwards. Approximately half of the building will be usable for your backup ceremony, dance floor, intimate dining etc., with the other half being occupied by caterers prep kitchen and storage space for our tables, chairs, décor etc. behind a double set of barn doors.

This structure is currently just behind the flat façade, with the large grey overhead door, photographed on the left of the top picture. (view from standing at the dairy barn, looking out at the Quonset and current reception building.)

Guests will have opportunity to view the building during our open house events in June/July 2021, however it will likely still be under some minor renovation till fall of 2021.



THE NEW

"GARAGE"

A great place for your dinner, or ceremony (whether as weather back up, or just prefer indoors). This new building features 10 foot tall newly drywalled ceilings with exposed wooden beams, ample colour changing potlights to set the mood and colour scheme for your event, as well as 4 large crystal chandeliers hanging through the middle.

The building is large, measuring 29 feet by 68 feet in length, and unobstructed by structural supports like beams. (about 1,970 square feet of usable space for dining, or ceremony seating + gifts tables.)

This is an ideal space for your dining or anything else you'd like to use it for - games, dancing, cocktail style mingling and so on .

All walls were all adorned in white drapery for our 2020 wedding, but are all ship-lapped now for 2021 weddings, with horizontal 8 inch boards, giving it a clean and modern farmhouse aesthetic. Our drapery will still be available for guests to use as they wish.

Current grey garage doors x5 are being replaced with double wood barn doors with exposed hardware for 2021 Spring onwards.



THE SCENERY

RIVERSIDE PROPERTY

At Bleeks and Bergamot, our couples have access to our nearby riverside property for intimate solo or small group photography, as well as an optional spot for intimate ceremonies of 50 people or less.

It features the local river running through our property, a shale river bed, allowing you to walk alongside the water, and hundreds of acres of trees, grasses, old log barns, and fields surrounding.

This property is where Bailey's paternal grandmother was born and raised over 70 years ago. While she passed when Bailey was only 1 year old, this family heritage site is the current inspiration behind Bleeks and Bergamot for Bailey.

Phyllis Mowat, formerly Phyllis Bleeks, was an incredible entrepreneur, with a lot of sass and style. Her and her husband, Bailey's grandfather Robert Mowat, transformed their own property into a wedding and event venue through the 80's and 90's in Barrhaven, and this always inspired Bailey throughout her childhood to one day offer something like what they had, to engaged couples from far and wide.

The intent is to transform the Bleeks and Bergamot main venue site for years and years to come, always improving and growing, while always offering guests access to this scenic and 100% private riverfront with so much heritage, just half a km down the road. This site is un-serviced, and is for intimate gatherings for photo taking before or after ceremonies, up until sunset. Intimate ceremonies can also be set up here.



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General Policies

The staff of Bleeks and Bergamot looks forward to working with you to make your event worry and stress-free. Please confirm all policies with your coordinator prior to booking your event with us.

- **All events are based on guest day of access from 2 pm, till 1 am full departure.**
- **All service providers such as florists, decor team, caterer, dj etc. do have access to property from 10 am onwards, for set up on event day**
- Last call will be at 12:30 pm, unless otherwise enforced by public health or by-law due to the pandemic.
- All personal equipment/items must be removed by **11:00AM on the day after your event, at the latest**
- Events are not required to have any additional insurance, as we are fully insured and provide the liquor license as well.
- You may want to consider purchasing event insurance however if you are planning to have a number of personal/valuable items on site. Please speak to your own insurance agent if you feel this is something you wish to have.
- We highly recommend the use of a licensed caterer or food service company for your event.
- All guests and vendors are required to adhere to posted 'Venue Boundary' and 'Private Area' signage.
- Children must be supervised at all times.
- Up to 2 pets are permitted on the property for your event, provided they are well behaved and leashed when required to ensure they do not wander away, or frighten any of the guests/staff.
- Smoking is permitted in designated and marked areas outside only.
- No loitering or drinking of any kind is permitted outside of the reception buildings, and 5000 square foot courtyard. Please keep your guests from lingering out in the parking lot, or throughout the other gardens/grounds surrounding the farmhouse once photo taking has ended
- Overnight parking is permitted as long as vehicles are picked up by 12 pm the day following your event.
- Open fires, BBQs, sparklers, pyrotechnics, fireworks and torches are only allowed at the discretion of Bleeks and Bergamot staff, and will be managed in house.
- The use of fireplaces or fire pits, where available as a part of the venue, will be arranged for prior to event and will be set-up and controlled by Bleeks and Bergamot staff members only.
- Bubbles and sparklers for photo purposes or send-offs are permitted.
- Birdseed, rice, confetti of any kind, and real or artificial flowers are not allowed for send-offs due to the mess and environmental impacts of some products on the market these days.
- All music must be kept at a reasonable level. Volume control will be at the discretion of Bleeks and Bergamot Event liaison.
- We highly recommend the use of a DJ service or live band for your event, but use of your own playlists for our Bluetooth speakers is also suitable.



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Food, Beverage and Décor Policies

- All food, and wait staff must be confirmed through us prior to your event.
- **We highly recommend the use of a licensed caterer or food service company for your event but, you are permitted to have family or friends provide a more casual dining experience for your guests, and bring your own food. Food trucks and other prepared food service options are also permitted.**
- All alcoholic beverages are to be served by Bleeks and Bergamot bar & wait staff only.
- No self-service of alcohol is permitted at any time, other than wine at the dining tables.
- Changes or resetting areas between ceremony and reception if you wish may incur additional charges.
- Caterer/ food service is responsible for removing all trash from premises at conclusion of their time at Bleeks and Bergamot, upon departure from your event, or host is, if supplying their own foods, by the morning following your event.
- All candles must be fully contained to dining tables only, and will be blown out by our staff at the end of the evening. LED/battery candles are preferred.
- No stapling, tacking or affixing any material to any walls, posts, doors or trees.
- No overnight lodging is permitted at Bleeks and Bergamot
- All deliveries of any kind from your vendors must be arranged and coordinated through Bleeks and Bergamot before, to ensure no property is lost, damaged or stolen.
- **All vendors, ie; decor teams, dj, florists etc., are to clean up their items/service ware by 10 am on the day following your event, or couple can incur additional late fees amounting to \$500, for Bleeks and Bergamot staffing costs to pack up and clean up these items.**

Note: These above policies are subject to change or update at the discretion of Bleeks and Bergamot, if required by by-law, or by government officials.



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Contract

This contract is for an event held at Bleeks and Bergamot wedding venue, located at 8230 Bleeks Road, Ottawa Ontario, for the

(event name) _____

of (please print) _____ and _____,

on the date of _____.

Both primary hosting members, listed above, consent to having read and reviewed all items and spaces for their **exclusive** use on their aforementioned event date at Bleeks and Bergamot.

Please both initial here: _____

Both primary hosting members, listed above, consent to having read and reviewed all policies at Bleeks and Bergamot, and ensure these will be followed by themselves and their full party on their event day. They will also notify us of their selected dining ware package, if they have not already, before signing.

Please both write name and sign below.

Name + Signature: _____

Name + Signature: _____

A full invoice approval, with payment schedule, and initial deposit, will be the final requirements to reserve your date. We will send this to you electronically once we have received this signed document and you have reviewed all paperwork attached.



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Photography Waiver

This consent form is to allow Bleeks and Bergamot to use select photos from your event for advertising or marketing purposes via our social media or website. We will use this guest photography sparingly.

If, however, we feel you have a wonderful wedding gallery that your photographer has shared with us, we will reach out to you for further consent before adding your event gallery to our website in full.

Please both write name and sign below.

Name + Signature: _____

Name + Signature: _____

A full invoice approval, with payment schedule, and initial deposit, will be the final requirements to reserve your date. We will send this to you electronically once we have received this signed document and you have reviewed all paperwork attached.



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Deposit Waiver

This form is to acknowledge that your \$1, 500.00 deposit made between December 26th, 2020, and April 30th, 2021, with Bleeks and Bergamot is 100% refundable.

Should you and your partner not find Bleeks and Bergamot to be the most suitable venue for your taste and budget for your 2022 event, after visiting with us in May, June or July of 2021, your deposit will be refunded in FULL via email transfer, to the email on file immediately. No questions asked!

Your deposit waiver and associated monetary deposit is to hold the date of :

_____.

This deposit is not refundable after August 31st, 2021.

Your deposit secures the above SPECIFIC date for 2022, and this date cannot be changed to an alternate, unless we still have openings in 2022 at the time of requesting this change, of course. In the event of this, we would be happy to make a reasonable date change up until 9 months before your event, if we can.

This deposit is not transferable to an alternate calendar year.

Your date will never be given away to an alternate couple for ANY reason, including trying to accommodate any potentially postponed events in 2021.

If you do, after visiting with us in June or July of 2021, love our venue as much as we do, **you agree to remit payments based on the final Price Quote # _____ schedule we have remitted to you.** Invoices will be billed to you electronically 30 days before they are due. Payments can be made prior to this due date, via EMT, or via credit card (3% service fees do apply for credit). **Invoices that are past due can result in loss of use of our venue for your wedding day, so please discuss with us before this occurs if you need to make a payment plan to fit your budget. We are happy to work with our couples to make our venue as budget friendly as possible!**

Please both write name and sign on lines below.

Name + Signature: _____

Name + Signature: _____