

The Heights Event Center Pricing and Policies

2951 13th Avenue, Lindsborg KS 67456

peterfarmbrothers.com/theheights
theheightslbk@gmail.com

facebook.com/theheightslbk
Phone: 785-212-1345

Event center is open year-round but is subject to owner availability and discernment.

Wedding Receptions or Large Group Meetings:

We will provide tables and chairs for up to 400 people. The building comes complete with Christmas lights and white tulle on ceiling as decoration. Ceiling decorations are not to be changed unless given permission by owners. There is a bar available for your use (we do NOT supply or serve the alcohol).

The Venue is equipped with men's (2 toilets) and women's (3 toilets) restrooms. There is one regular size fridge/freezer combination, 5 large trash containers and a bridal suite located in the mezzanine. We have many electrical outlets available throughout the building but talk with us before using roasters as if you plug them all into one wall it might trip the breaker.

We offer both a 1,000,000 BTU indirect fired heater and an evaporative water cooler fan (blows cool air) available for rent. We recommend opening the doors in the summer for air flow and shutting the doors on cold days. We also recommend summer events to be as late in the evening as possible. **The venue does not have perfect climate control**, but because of this we can afford to offer our venue at a lower cost to you! Please reiterate this to your guests. Renters are free to provide their own fans or additional portable ACs. The bridal suite is climate controlled.

There are multiple spots on the property available for your outdoor ceremony. Most couples have taken advantage of our designated ceremony spot with Coronado Heights in the background. If the forecast does not look promising for your wedding day, you are more than welcome to have your ceremony AND reception inside!

Fees: Please "check" which package you would like

Monday-Thursday wedding dates are $\frac{1}{2}$ of the price listed

We will take \$500 off your total price if you choose to have an alcohol free wedding/reception

Note: You may only take advantage of one "discount offer" listed above.

_____ Reception only for 0-200 people	\$1250
_____ Reception only for 200-500 people	\$1500
_____ Wedding ceremony <u>and</u> Reception for 0-200 people	\$1750
_____ Wedding ceremony <u>and</u> Reception for 200-500 people	\$2000

Optional Fees:

_____	Bridal Suite Rental (includes Friday and Saturday overnight)	\$250
_____	BOSE Audio PA System w/ 2 mics	\$100
_____	Evaporative cooling fan OR heater rental for weekend	\$100
_____	Cleaning (We clean up for you after reception is over)	\$500
_____	Setting up more than 1 day before or cleaning up more than 1 day after	\$100/day

CHECKS CAN BE MADE TO: PETERSON FARM BROTHERS

Our climate controlled bridal suite can accommodate guests overnight on Friday and Saturday as well as function as a foyer during the day of the wedding. We also offer our basement as an additional place to stay. However, our basement is designed for 1 family of 6 or less. It can be booked separately on AirBnb.

Other potential services we do not provide (but you may bring your own):

A/V Tech/DJ	Uber/Taxi	Servers
Catering/Alcohol	Table/Wall Decorations	Security Guards

Further details:

Can arrive no earlier than 8 AM the day before event and must be out by 2 PM the day after the event. This time frame requires no additional fee. Additional time spent setting up prior to and tearing down after event: \$100/day

BrookeAnna Peterson will be your event liaison leading up to the event. If she is unavailable, Greg Peterson or a family member will assist you. Details of event (caterers/times/etc.) must be discussed with BrookeAnna.

No opened alcohol is allowed outside of building except for on concrete pads connected to building. Alcohol is permitted inside the building but is provided by renter. We do not provide alcohol or food. Smoking and tobacco usage are only allowed on the concrete slab connected to the building (NOT inside the building). Do not leave trash (including cigarette butts) in the grass. If this does occur, we reserve the right to withhold your deposit refund.

All trash bags are to be deposited into the bin on the North side of the building. Tables and chairs are to be returned to where you found them. Chairs are to be folded.

TABLES ARE NOT TO BE FOLDED DOWN - PLEASE LEAVE STANDING.

If these rules are not followed, we reserve the right to withhold deposit refund.

The Heights will not be held liable for the injury of a guest. Children are not to wander around the property unsupervised. Drunk or buzzed driving is prohibited. The Heights is not liable for any alcohol related incidents. Client is required to ensure all guests leave once reception is over. If the cops must be called or similar actions must be taken against a guest, we reserve the right to withhold deposit refund, regardless of who is to blame for the situation. It is the client's responsibility to keep guests under control.

The reception must end by 11 PM.

We can give you an estimate of when certain crops around the property will be growing, but we cannot guarantee any crop will be growing for your wedding due to weather and other factors. Please check with us during the growing season of a crop for updates on what it looks like.

SET UP INSTRUCTIONS

- If Heights property is not respected (kids walking on tables or jumping on chairs, tables being dragged, etc.) we will deduct the amount we deem fair from your deposit refund.
- Move tables with 2 people by lifting them up. Do not drag them on the concrete.
- Trash bags are located in the gray tub on North side of shed.

DURING YOUR RECEPTION

- Assign a parking attendant or two to ensure parking space is maximized for your guests
- You may dispose of full trash bags into the bin on the North side of the shed
- Trash bags are located in the gray tub on North side of shed for your use

CLEAN UP INSTRUCTIONS:

- Do NOT disassemble/fold down tables
- Fold up chairs
- Return tables and chairs to south side of shed
- If Heights property is not respected (kids walking across tables or chairs, tables being dragged, etc.) we will deduct the amount we deem fair from your deposit refund.

Continue to next page for contract signature

IN ORDER TO RECEIVE YOUR FULL DEPOSIT REFUND, YOU MUST:

- Clean up the shed exactly how you found it
 - Trash taken out
 - Fridges cleaned out
 - Swept
 - Tables wiped down AND LEFT STANDING and chairs folded up
- Clean up yard – DO NOT leave trash (paper/cans/bottles/cigarette butts/etc.) in the yard
- Leave tables STANDING and UPRIGHT
- Turn off lights/AC/other things plugged in (leave fridges plugged in)
- Respect tables, chairs and other Heights property (do not allow children to stand/walk across tables or chairs, do not drag the tables instead of picking them up, etc)
- Basement must be somewhat cleaned up. We will vacuum but muddy shoes should NOT go into past the bathroom. Mud on the carpet will result in deposit not refunded.
- DO NOT drive/park over crops.
- DO NOT leave the ceremony area, shed and yard around the shed. Guests are not to be in the front or back yard of house, only the side with the basement entrance. Children are not allowed to play in the yard surrounding our house. Children are not allowed to wander unsupervised.
- If you're worried if your clean-up warrants a full deposit refund, we will inspect it before you leave.

A \$500 refundable retainer fee is paid upon signing the contract. The total fee must be paid at least two weeks prior to the event. Clients are expected to clean up all trash/spills and return everything to its original layout as specified. If tables/chairs are broken, you do not clean up or the contract is broken, damage cost will be deducted from refund amount. If the property is left clean and put together, the full deposit will be refunded to you after your event. If you need to cancel your reservation MORE than 6 months prior to your date, we will refund you \$250 back from your security deposit. If you must cancel LESS than 6 months prior to your date, will not offer a deposit refund.

_____ Reception only for 0-200 people	\$1250	_____ BOSE Audio PA System	\$100
_____ Reception only for 200-500 people	\$1500	_____ Evaporative cooling fan OR heater rental	\$100
_____ Ceremony <u>and</u> Reception for 0-200 people	\$1750	_____ Cleaning (We clean up after reception)	\$500
_____ Ceremony <u>and</u> Reception for 200-500 people	\$2000	_____ Extra day set up or tear down	\$100/day
_____ Bridal Suite Rental (includes 2 overnights)	\$250	_____ Dry Wedding Discount	\$500

By signing below, I agree to all prices and policies established by The Heights Wedding Reception Venue in this document. I agree to include the \$500 security deposit with this document and then pay the total fee at least two weeks prior to my event date.

CHECKS ARE TO BE MADE TO: PETERSON FARM BROTHERS LLC

Event Date	Contact Phone Number	Emergency Contact Number (for day of)
Client Signature	Date Signed	
Owner Signature	Date Signed	

"Under Kansas law, there is no liability for an injury or death of a participant in a registered agritourism activity conducted at this registered agritourism location if such injury or death results from the inherent risks of such agritourism activity. Inherent risks of agritourism activities include, but shall not be limited to, the potential of you as a participant to act in a negligent manner that may contribute to your injury or death and the potential of another participant to act in a negligent manner that may contribute to your injury or death. You are assuming the risk of participating in this registered agritourism activity."

PETERSON FARM BROTHERS LLC - Lindsborg, KS