**Facility and Amenities**

Hours of operation:

10:00 AM to 10 PM

**What is included in your fee?**

The Red Horse Barn is an Open Booking Venue.  Meaning that we are a *"venue only"*

Facility. However, we do have **“An All Inclusive”** option. When you contract your Wedding or other Social Event at The Red Horse Barn, the

Venue Use Fee will include the following.

* **Four hours for delivery and set up of your rentals and decor⸍**
* **Five hours of event time**
* **One hour of breakdown and clean up time for your vendors**
* **On-Site parking for Bridal Party or VIP guests (up to 10 spaces)**
* **Ample self-parking for guests**

**For Weddings:**

**One-hour Rehearsal time prior to your event. (Typically, on a Thursday)**

**Are extra hours available?** Yes. Extra hours are available for set up time or event time. All events must end by 10:00 pm. and the venue vacated no later than 11:00pm. Your contract will specify the exact times for your event. The price will vary based on when the extra hours are purchased (at contract signing or after contract signing). The day of week and the number of attendees at the event will also impact the price for additional hours.

**Does it cost less if I am using the venue for a Reception Only? - NO** The venue rental fee is for 5 hours of **event** time. You may use it for ceremony only, ceremony and reception or reception only. The use fee is the same.

**Are there any additional fees other than the site use fee?** The only additional fee is a refundable $500 Damage Deposit. The terms of the deposit and other financials are explained in detail in your contract.

There may be additional fees, costs and variances to the actual policies on this form and your specific contract. Please refer to your contract for specifics. In all cases the contract will hold precedence.

**Will my Damage Deposit be processed?** Yes. Your payment will be processed. If there is no damage to the property, no breeches of the contract and the venue is returned as received, your Damage Deposit will be refunded. It will take two (2) weeks to process the refund. **It is the responsibility of the client to send an email following the event requesting the refund. The email is to include the date of the event, the name the check should be issued to and the current mailing address.**

**Are Tables, Chairs or any rentals included?** Tables and Chairs are not included in the site use fee. We are venue only. (Refer to information above) You are responsible to independently hire and contract all products and services for your event. We are happy to refer quality vendors for all of your rental needs.

**Are there other options other than Venue Only?**

**Yes.** Red Horse Barn has a preferred vendor that can offer you **All Inclusive Packages.** An All Inclusive Event. AnAllInclusiveEvent.com

**Is Alcohol permitted?** Yes**. You must use one of the Bar Service providers from our list.** No other alcohol is permitted to be brought onto the property for service. Our preferred service providers offer a variety of packages from cash bars to partial or fully hosted service. We suggest contacting all of them for proposals and then selecting the one that best suits your needs and budget. The venue enforces a strict **NO SHOTS** and **NO ON THE ROCKS** alcohol service policy.

**Can I bring my own DJ? No.** You must select from our list of exclusive providers.

**Do you allow Bands or Live Music Performances?** No live bands or amplified live performances are permitted. **A special variance may be given for acoustic guitar, violin or harp. NO Mariachi bands.**

* **Can I bring my own caterer?** We do have a **strong preference** to the caterers on our list, but welcome you to bring your own. The preferred caterers have a good knowledge of the venue, the policies of the venue and have already complied with the License and Insurance requirements. If you select your own, you are responsible to assure they can and will comply. They may be required to schedule an on-site pre-event meeting with the Venue Director upon our request. They must be approved prior to you contracting their services. This is in the best interest of all parties. They must be **FULL SERVICE.** A uniformed staff must be present from arrival of caterer through the end of cleaning of the venue. The number of staff will be determined based on the attendance count.

**Can I bring in my own vendors?** Yes. You may select your own vendors or select from our preferred vendor list. The exception is with ***Bar Services and DJ Services***. You are required to use one of the vendors from our list for those services. All vendors and service provider must meet certain requirements from The Red Horse Barn and The City of Huntington Beach. We suggest that you do not contract any vendors or place deposits until you have verified that they are able to provide the necessary documents. It will be your responsibility to make sure the documents are provided. Any vendor not complying will not be permitted to provide products or services on the property. The vendors on the preferred list have all met with those requirements. All vendors are required to have $1,000.000.00 in Liability Insurance and list additionally insureds. The specifics can be found in your contract and on a separate informational sheet to provide to your vendors. Please be sure to ask for a written copy of the requirements to provide to your vendors early in the planning process. All vendors must also possess or acquire a **(city specific)** Huntington Beach Business license.

**Are there advantages if I use your Preferred Vendors? YES!** It is easier for you as they have already provided the necessary documents to provide services on the property and they have a proven record of providing outstanding products and services. However, they are not affiliated with The Red Horse Barn and just as with any vendor; we do not provide a guarantee on their products or services.

**Do you provide an Event Planner or Coordinator?** Red Horse Barn does not provide a Coordinator. **A professional, licensed Coordinator is required. It may not be a guest attending your wedding.** You may hire your own or use one of the RHB preferred companies.Your coordinator takes on all the task of making sure your event runs smoothly from managing and overseeing the first delivery to the breakdown and clean-up of the venue. Do not underestimate the amount of work that goes into executing an event. You will find our recommendations for coordinators on our preferred vendor list.

**The All Inclusive Package includes a Day of Coordinator.**

**Are There On-Site Hotel Accommodations?** No. The Red Horse Barn is located in The Huntington Central Park Equestrian Center and there are no accommodations. There are many nearby and local hotels. We do not refer accommodations.

**Will there be any on-site Red Horse Barn staffing the day of my event?** Yes. There will be a Facility Director on-site from the four hours prior to your event time until the end of breakdown. They will direct parking for the vendors and oversee the facility. They are authorized to enforce the policies and procedures of the venue and your contract and other venue related duties. They are not responsible for any of the set-up, break down or clean-up of your event. They will do periodic restroom checks for cleanliness and supplies. They will do a walk through with your caterer, coordinator, or any other designated point person at the end of your event.

**Are there any unique services available through The Red Horse Barn?** Yes. On-site Photography time with a horse(s) is available as well. The fees will vary based on availability. Please contact Horseplay Rentals for pricing information and to make a reservation. 714-848-6565.

When you book your wedding at The Red Horse Barn we do allow you to reserve time for an Engagement Photo Shoot. (Horse NOT included) Based on availability and by appointment only, you will be provided with one hour for the Photo Shoot. You will be provided with access to one of the indoor areas if you would like to do wardrobe changes. A Facility Director must accompany you and your photographer at all times. Horses are available for the photo shoot for an extra fee.

**May I trailer my own horse for photos on the property?** To trailer a horse of your own, specific and strict guidelines must be followed. Please direct all inquiries to Horseplay Rentals. 714-848-6565.

**What Restrooms will we have access to and when?** The restrooms in the Grooms Area are available for use up to four hours prior to your event for bridal party and vendors. The restroom in the Brides Suite is available up to four hours prior to the event to whomever the Bride allows. Additional restrooms will be provided and placed in the parking lot if your guest count is 175 or more.

**When can I do my Rehearsal?** Rehearsals are typically scheduled for the Thursday prior to your event. You are allotted one hour at no charge. The time for your rehearsal is at the discretion of the Venue and must be schedules no less than 30 days in advance.

Variances to the date and time will be **considered** based on availability. You are required to start and end your rehearsal as scheduled. It is possible that multiple rehearsals will be scheduled on the same day and same time if one is in the gazebo and one is in the back garden.

**What are the venues curfew times?** All events **must** end by 10:00pm. Alcohol service **must** end 30 minutes prior to the contracted end time of the event. Music levels must be lowered at 9:50pm. The last song is to be started no later than 10 minutes prior to the end of the event.

**Do you allow lawn games?** Yes. We allow games that do not require staking into the ground and have a low impact on the grass, such as Corn Hole, Ladder Ball, Giant Jenga etc. Please inquire about specifics if you intend to provide lawn games as guest entertainment.

**Are there other restrictions regarding the lawn areas?** Yes. Our landscapers work very hard to keep the lawn nice for every event. Therefore we prohibit things that we have determined to be high wear and tear on the lawn. These prohibited items include but are not limited to: No buffet or food service tables on the grass, no beverage or bar set ups on the grass, no staking into the lawn. You will be required to provide, for approval, a design plan for your event that includes your intended use of all areas.

**Do you allow Ceremonies on the lawn?** Yes. You are permitted to have your ceremony on the lawn.

**Do you allow rose petals on the ground?** Yes. We do allow the use of rose petals on the ground for the ceremony. They must be cleaned up **immediately after the ceremony, even from on the grass.** If you are putting them on a cemented area, they must be white or ivory only. Colored rose petals may be used if they are on the lawn. Rose petal stains that require pressure washing to remove may result in the full or partial loss of your damage deposit.

**What is the inclement weather plan?** You will need to monitor the weather forecasts in the days leading up to your event. It is your responsibility to secure your own covering via your rental company. We suggest that you put your plan into action early. If you are considering adding tenting and/or heaters due to possible inclement weather, so are many other clients of the local rental companies. It is a good idea to inquire about tenting costs, install and breakdown times and other pertinent details with your rental company, even if it is not in your plans to use one. **We highly suggest the use of our preferred vendors for this.**

**What about PARKING for the Bridal Party and guests?** You will be provided with ten (10) VIP parking passes for spaces at the entrance to Red Horse Barn. You may use these for whomever you choose. The remaining cars will be required to park at an alternate on-site lot or at a remote lot if necessary. Oversized vehicles will NOT fit into the VIP spaces. Overnight parking is NOT permitted. A fee may be assessed from your deposit in the amount of $50.00 per car left overnight at the Equestrian Center. Off site parking areas are subject to parking tickets on vehicles that are left overnight.

If your date is set for off-site parking it will be at The Sports Complex **or** other very local designated lot. Shuttle service and parking passes will be provided and are included in the venue use fee if guests are required to park off-site. Vendors will be permitted to off load in a designated spot in a timely manner and will be required to immediately move their vehicles. It is your responsibility to review these procedures with each of your vendors.

**How will my guests know where to park?** We HIGHLY suggest creating A wedding/event web site and providing that information there. If parking off-site, we suggest that you do not put the physical address of The Red Horse Barn on the invitation as people who use GPS will sometimes navigate directly to the venue. It is your responsibility to confirm the exact location of your guest parking **prior** to printing or sending this information to guests. We do have more than one parking location. It is your obligation to confirm which lot will be used for your scheduled date prior to sending out your instructions to guests and vendors.

**Financial**

* **Are prices subject to change?** All prices are subject to change until secured with a signed and countersigned contract and payment of the deposit has been received.
* **When Do I pay the Damage Deposit?** The Refundable Damage Deposit of $500.00 is not included in the Venue Use Fee. It is included in the payment that will be due 60 days prior to your event. The Damage Deposit will be processed and then reimbursed to you two weeks after the event date. You must submit an email request including the name the check should be made out to and the mailing address.
* **How much is the Deposit to secure the date?** The Deposit Amount to secure your date is a $1600.00 flat fee and is due upon booking of the venue.
* **When is the balance due?**

The balance is due 90 days prior to your event.

* **What if I cancel my Event?**

Notice of cancellation is required in writing. (e mail is acceptable) with no less than 6 months’ notice or you will be liable for the entire amount of the contracted venue site fee. All deposits and subsequent payments are NON-REFUNDABLE. In any case, if a Damage Deposit has been collected and the event does not take place the Damage Deposit will be refunded.

* **Can I transfer my date?**

All dates are to be considered final once the contract has been signed by both parties. It will be at the sole discretion of the venue if a transfer of date will be accepted. If a transfer of date is approved by the venue, there will be $75.00 administrative fee and may require the site fee to be paid in full.

**Prohibited**

* The stables and horses are off limits. Anyone found tampering with the safety of the horses will be immediately expelled.
* NO fire, open flame, sparklers, candles, confetti, silly string, rice, bird seed (or other similar substances)
* NO smoking on the venue including e cigarettes and vapes. A designated spot in the parking lot will be provided for smoking.
* NO stapling, taping, nails, tacks allowed for affixing anything to anywhere on the property. This includes walls, ceilings, fences, windows and gazebo.
* NO dogs allowed. (ask about our ceremony only option)
* The venue enforces a strict NO shots and NO on the rocks alcohol drink policy

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

General Contact Information

**Michael Leitao**

**Venue Director**

949-395-2606

RedHorseBarn@HCPEC.com

**The Red Horse Barn**

18381 Goldenwest St.

Huntington Beach, CA 92648

[www.TheRedHorseBarn.com](http://www.TheRedHorseBarn.com)

**Facebook The Red Horse Barn**

<https://www.facebook.com/RedHorseBarnEvents>

**Horseplay Rentals**

(Schedule a photo shoot with a horse)

1-714-848-6565

**Huntington Beach Sports Complex**

(Off-Site Wedding & Event Parking)

18100 Goldenwest St.

Huntington Beach, CA 92648

**Please confirm this prior to sending out invitations.**

**Wedding Wire Rated**

Reviews

<http://www.weddingwire.com/biz/the-red-horse-barn-huntington-beach/d25c0b003dc8df94.html>