

Contract updated 7/19/21

WEDDING RECEPTION AND EVENT CONTRACT

This contract defines the terms and conditions under which Garden Valley Gatherings (GVG) and _____ (hereafter referred to as the CLIENT) agree to the CLIENT's use of the Garden Valley Gatherings facilities on _____ (reception/event date). This contract constitutes the entire agreement between the parties and becomes binding upon the signature of both parties. The contract may not be amended or changed unless executed in writing by Garden Valley Gatherings and the CLIENT. GVG is not responsible for the damage or loss of any personal belongings.

CLIENT INFORMATION:

Bride: _____

Groom: _____

Address: _____

Telephone: _____

E-mail Address: _____

Approximate Number of Guests: _____

Rates:

Weekend Rates includes:

- Friday – for setting up and gathering of wedding party/families, rehearsal, rehearsal dinner
- Saturday – full day of events (hair, makeup in farmhouse, photos, ceremony, social hour, reception, reception and dance)
- Sunday morning - to collect belongings

\$7,000 Up to 250 guests

\$8,000 Over 250 guests

Rates do no include Wisconsin Sales tax at 5.5%

Setup and cleanup is included (not including dinner table décor)

DEPOSIT REQUIREMENTS:

Your date is not held until your deposit is made. **Deposit fee is \$3,000.** This does not include Wisconsin state tax. The deposit is non-refundable after 10 days. The final payment is due 30 days prior to date of event.

CATERING: Free to choose your own catering needs. We do not have a kitchen in the barn. Your caterer would have access to trash bags and trash cans. **Food liability is a full responsibility of client.**

ALCOHOL: Garden Valley Gatherings provides all beverage needs. Full Liquor License. **NO CARRY INS ALLOWED.**

Facilities and Services Provided by Garden Valley Gatherings: GVG will provide the facilities and services described in this contract on the event date. All other services, facilities and arrangements for services shall be the responsibility of the CLIENT and managed through a separate agreement with one of the catering services listed in this contract as approved by GVG. GVG will provide the following:

- Use of 30x60 upper barn with surrounding deck/patio for social hour/dancing
- Newly build elegant rustic bathrooms
- Beautifully designed pavilion reception area. Seats up to 300 people. Tables/chairs included.
- Numerous ceremony sites and arbor choice. Freedom to bring own arbor.
- Farmhouse available for bridal party day of event. *See below for weekend rate.*
- Setting on 80-acre farm surrounded with farmland, meadowland
- Handicapped accessible to all buildings
- Easy access (no hills) to entire property
- Wedding planning/professional vendor recommendations (catering, entertainment/DJ, hotel/cabin/campground, cake/dessert, floral, decorating, hair, makeup). Helpful with all details.
- **Day of coordinating by owner** (Kristin Pfaff) \$700 value
- State approved facility
- Garbage removal
- Full service bar – no minimum purchase
- NO CARRY INS ALLOWED
- Bartending
- Staff to maintain venue cleanliness
- Convenient parking lot on site
- Allow parking of campers/tent at no charge
- Fully insured
- 30 – 8-foot tables (8-foot tables seats 8 persons)
- Wood benches for ceremony/reception
- 300 white folding chairs for reception

Extras: *(Not included in regular rental fee)*- Initials and check mark

- White table linens: \$10/each
- Bridal Suite (above restrooms) nightly rate: \$150
- Farmhouse available (3 bedrooms)
 - Two-night stay in farmhouse: \$500
- Woodland ceremony site: \$500
 - Includes portable toilets and use of property at Hixton location

Total Cost: \$ _____ Deposit received: _____

CLIENT Signature: _____ Date: _____

Garden Valley Gatherings Signature: _____ Date: _____