

Event Information Packet

Thank you for considering our farm for your event. Please take a look over this contract to find out what we provide for a one day event and what you are responsible for.

What We Provide:

- *Use of property for one day (under cover seats 160 people)
- * Bridal Cabin
- * Kitchen Prep Area
- * Bar table and area
- * Parking
- * Tents 2 - 20 x 40, for additional seating of 40 more
- * Chairs - 200 count
- * Tables for dining (seat up to 10) with white linens; we set up and take down.
- * Tables with linens for caterers, desserts, appetizers, DJ's, etc.
- * White lights
- * Minimal decorations
- * Men and women's restrooms
- * Trash and recycling cans and bags (8)
- * Plastic beer/keg holders (6)
- * Extension cords (4)
- * We clean up all tables, chairs, linens, trash and recycling the day after the event.
- * Closing time: Music stops 11p.m. and lights are turned off by 12 p.m.
- * Heaters for covered space.

What you are responsible for:

- * Insurance rider on renters homeowner policy if alcohol is served (provide copy 2 weeks before)
- * Food and beverages
- * Dishes, silverware and cups

- * Installation and removal of decorations and personal items (no open flame candles) by 11a.m. the day after your event unless there is another event or other arrangements are made with us in advance
- * Clean up of bar area
- * Food removal of leftover food, dishes and beverages
- * Clean up of caterers prep kitchen
- * Full payment of your bill on or before the day of your event

Event Cost (Please call or email us for current prices):

*Phone: (906)-249-2158
 *Email: belsoldafarm@gmail.com

Pre-Event Costs:

*If the date is available and you would like to reserve the venue for 5 hours the day before for set up, decorating, and rehearsal please contact us for pricing.

Deposit:

A deposit of \$600.00 is required to reserve your date. In case of cancellation, this deposit is non-refundable. If you cancel within a month of the event, 50% of rental agreement is due on the date of the planned event.

Contact Information:

Name:	Address:
Phone:	Email:
Date of Event:	Date of Pre-event:

We would like permission from you to possibly post pictures from your event on social media or our website. Do we have your permission? Yes ▾

Yes	No
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Contract Signature:

Signature:	Date:
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Please Print a copy of this page filled out and send it with your deposit. This will reserve your date. Prices are subject to change.

Belsolda Farm

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belsoldafarm@gmail.com

(906)-249-2158