

THE GLASGOW FARM
SUNDAY BARN RENTAL AGREEMENT AND PRICE LIST

\$3000 SUNDAY BARN RENTAL: Usage of barn from 6AM to 11:00PM Sunday night. Includes cleanup time after wedding/reception. Barn can seat 190 people. That's seating people upstairs and down. People park in field. **Rehearsal options for Sunday wedding- Before noon on Saturday or Sunday before noon.**

Included in Rental:

Mason Jar Outdoor Lighting, Draping Outdoor Lighting

150 - Metal folding chairs

19 - White Folding Chairs

1 - 5' Sweetheart Round Table

1 - 28" Round Wooden Table

1 - 40" Round Wooden Table

18 - Rectangle 6ft tables

5 - Rectangle 8ft table

1 - Rectangle 22" x 48"

1 - Wooden Child's Table (U-Shaped)

6 - Wooden Children's Chairs

1 - Blue Antique Wooden Dresser

1 - 1920's Antique Refrigerator

1 - Antique Cast Iron Tub

4 - Chiffon White Curtains

1 - Antique Cash Register

Set of Vintage Rustic Farm Items: Red Mill, Jugs, etc.

1 - Antique Iron Stove

1- Antique Tractor

1- Farm Green Antique Hutch

**Rates include use of the bedroom in main house for bride to get dressed three hours before wedding. Her mom and bridesmaids are allowed to come in with her. They must take all things out after getting ready. Friends, family and groomsmen are not allowed in house unless the house is rented (*house rental is not available for Sunday only. It is available for whole weekends). The bride is allowed use of main house bathroom throughout wedding/reception. All others must use port-potty.

- *You are **required** to purchase Event insurance- approximately \$125 for 200 people. You can get this through your insurance or <https://www.theeventhelper.com/>. At time of final payment you must show proof of event insurance. Initial here_____
- At time of final payment, proof of Venders' insurance must be provided. You can add them at no additional charge to www.theeventhelper.com. Initial here_____
- You must show proof of insurance's requirement regarding ABC License at time of final payment. If using www.theeventhelper.com no further license is needed. Initial here _____.
- Trash removal: You are **required** to take trash with you. There is a \$200 trash removal fee if you don't take it. Initial here _____.
- Trash bags must stay in trash cans until they are out in grass. Trash bags **MUST NOT** be drug across barn floors or concrete. The bags burst, leaking food, oils, etc. There will be a **damage fee** of **\$500** to power wash floors if this happens. Initial here_____.
- Edible confetti, loose glitter, and rice are not allowed in barn or outside for throwing. Initial here_____.

Barn Rental \$_____

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ADDITIONAL ITEMS AVAILABLE WITH EXTRA FEES:

\$10 each - Bales of Hay

Bales of Hay to Rent: _____ x \$10 =

\$_____

\$7 Per Person per Place Setting: Includes dishes, Mason jar glasses and silverware. This price includes dishwashing service. (It takes us a full day to wash the items, because we don't have a commercial dishwasher! You can use your own dishes, or buy your own disposable if you prefer.)

Available:

- | | |
|-------------------------------------|--|
| 200 Mason jars for drinking glasses | 200 White/ivory small salad plates |
| 200 White/ivory dinner plates | 200 White/ivory dessert plates |
| 200 Silverware place settings | *100 White/ivory coffee cups and saucers |

Place Settings to Rent: _____ x \$7

\$_____

\$750 - Set Up: Set up of tables, chairs, tablecloths and seat covers. You can do this yourself and save the money. (Chair covers and tablecloths are not provided by The Glasgow Farm. To rent we recommend: www.everything-linen.com)

\$_____

\$600 - Servers: We can provide servers to help at buffet or deliver food to tables and take dishes away when guests are finished.

\$750- Breakdown: Tables, chairs, tablecloths, chairs covers and trash removal. You can do this yourself and save the money.

\$_____

Ask about our fee to book The Glasgow Farm for your entire wedding weekend.
Friday-Sunday includes the farmhouse!

TOTAL WEDDING PACKAGE FEE = \$_____

LIABILITY: Renter is responsible for any and all damages that may occur during event affecting equipment, barn, main house, or property. The Renter agrees to hold harmless the Owners, Sharon Glasgow and Dale Glasgow, as well as their management associates from responsibility or liability due to personal injury to Renter, guests, or attendees or due to damage that may arise in connection with the use of the Glasgow barn, main house, or grounds.

POLICIES: The Glasgow Farm is a working farm; therefore the following policies must be strictly followed.

- Fireworks, sparklers and candles must be approved by Glasgow Farm (weather conditions and locations factor into final decision)
- Bonfire or campfire must be discussed in advance and placement is only in designated area. If a bon fire is requested someone has to stay with it till it is completely out.
- Absolutely NO smoking in or near barns, out buildings or house
- Portable bathroom facilities must be rented by event host (*not applicable in 2015).
- The Glasgow Farm requires party host to purchase Event Insurance either through personal insurance company or through a one-time event insurance company like www.theeventhelper.com. Each vender must be added to the event coverage policy if they do not have their own operating insurance coverage. This includes all vendors; Caterer, D.J., Photographer, Musicians, Officiant, Wedding Coordinator, Wedding Planner, Linen Rental Company, etc. This list is not exhaustive, but be aware that ALL vendors participating need to be added to the event insurance (there is no additional cost). Please relay whether or not your vendors have been added to the insurance or have their own insurance to representative at The Glasgow Farm no later than 7 days prior to scheduled event.
- When serving alcoholic beverages, no ABC License for the event is necessary as long as alcohol is not being sold. It is **only required if your event insurance requires it**. Please verify and show proof to The Glasgow Farm of your insurance company's requirement no later than 7 days prior to wedding. If you are using www.theeventhelper.com insurance, no further ABC licensing is needed.
- The Glasgow Farm strongly suggests that the party host provide public transportation for guests when serving alcoholic beverages at an event.

- In the event of inclement weather (tornado, hurricane, flooding, ice or snow accumulations) the Glasgow Farm will make all reasonable efforts to permit your event to take place on date and time scheduled. If it is necessary to move the date because of a weather condition we will reschedule at a mutually agreed date and time.
- Animals/livestock and Bees: The Glasgow Farm wants all guests to enjoy animals from a safe distance. **Event host is responsible for ensuring that vendors and guests do not approach, pet, ride feed, or harass animals.** Active beehives are located on the farm. **Event host shall be responsible for ensuring that vendors and guests do not approach or touch beehives.**

PAYMENT TERMS: A deposit of one-third total cost must be paid when contract is signed. Your deposit locks in the date. The second payment of one-third is to be paid no later than 2 months before wedding. The final one-third is to be paid no later than 7 days before wedding.

Deposit due at signing of contract (1/3 total package fee) = \$_____

2nd payment of \$_____ due on _____.

3rd payment of \$_____ due on _____.

Cancellation Policy: The first deposit equaling one-third total cost is non-refundable after 30 days of signed contract. The next two payments are non-refundable once received. If for any reason, you need to cancel, please let us know as soon as possible, so we can free the date.

Bride's name:_____

Groom's name:_____

Bride's phone:_____

Groom's phone:_____

Bride's email:_____

Groom's email:_____

Wedding Date:_____ *Wedding:* _____ *Reception:* _____ *Rehearsal:*_____

This rental agreement according to the above terms of this contract is entered by and between Sharon Glasgow or Authorized Glasgow Farm Associate, Owner, and _____, Renter, on _____(date), allowing for reasonable usage of the barn and additional item and services as indicated on this contract.

_____	_____	_____	_____
Renter	Date	Sharon Glasgow, Owner	Date
		or Authorized Glasgow Farm Associate	

Renter Contact Information:

Address: _____

Phone: _____

Email: _____

ADDITIONAL INFORMATION:

Set up time/date:

1st payment received:

Rehearsal time/date:

2nd payment received:

Wedding time:

3rd payment received:

To rent tablecloths, chair covers or sash's for your wedding/reception, call:

www.Everything-Linen.com