

Rental Agreement

Client/s: _____

Date: _____

Address: _____

Ph. #: _____

Email: _____

Number of Guests: _____

Date of first contact: _____

Date of Event: _____

Base Rental Fee option #1

\$ 5,400.00 fee includes: (40x80' Frame Tent, 5' round Tables & white, non-padded Chairs) for 75 to 100 people.

Also included are (2) - 8-foot banquet tables w/8-white padded chairs for the wedding party.

**** with this option you can have your caterer set up under the tent to serve food. Along with 75-100 guests ****

** You may come the day before if needed to do rehearsal, decorate or do any general set-up that is needed. **

** Call for rates for more than 100 people or less than 75 people**.

** After four weeks (4) a signed contract & deposit is required to continue holding the desired date and to secure the tent rental. (see payment arrangements & Terms)

\$ 250.00 cleaning/security deposit is required. Payment will be due with the final payment.

Cleaning/Security deposit will be returned if the property is acceptably cleaned & undamaged.

Fees for additional extras if needed

• 5' Round Tables.	\$ 12.00/ea.
• 8' Banquet tables.	\$ 11.00/ea.
• White, padded folding chairs	\$ 5.50/ea.
• White, non-padded folding chairs	\$ 2.50/ea.
• Upgrade to a white padded folding chair	\$ 3.00/Ea.
• Raised Platform for 1 Banquet Table	\$ 40.00
*Raised Platform for 2 Banquet Tables	\$ 80.00
• Wood highchair	\$ 6.00/ea.
• Birch arbor	\$ 40.00
• Traditional arbor	\$ 60.00

Fees for Camping & Electric hook-up

• RV/Camper (overnight fee)	\$ 20.00 per night
• Tents (overnight fee)	\$ 15.00 per night
• Electric hookup	\$ 10.00 per night

** The Immediate family of the bride & groom will not be charged an overnight fee for camping. There will be a charge for electric hookup ** (immediate family includes the parents, grandparents & siblings of the bride & groom)

** Camping & Electric fee will be collected at time of arrival **

** There are no water hookups or dump stations for RV's or Campers

Included in the Base Rental Fee

- Frame Tent (for 75 to 100 people)
- Tables & Chairs (for 75 to 100 people)
- Two 8-foot Banquet Tables with 8 padded chairs for the head table
- Onsite changing room for the bridal party and a changing room for the Groom
- 20' x 20' indoor stage
- Multiple areas for the ceremony or event
- 400 sq/ft Gazebo which can be used for the ceremony &/or dancing
- Swimming & Fishing
- We will set up the tables and chairs as well as assist you in setting up for your event and help in any way we can.
- Ample parking for up to 400 guests
- Conveniently located restrooms
- We can assist you with information about local services. Such as Caterers, DJs, Photographers and Equipment rentals.

Payment Arrangements & Terms

- After our initial meeting, we will gladly hold your desired date for up to Four (4) weeks without a down payment while you are finalizing your decision.
- After Four (4) weeks we will not be able to hold your date or guarantee the tent rental without a signed contract & a deposit.
- Upon signing the contract, a 45% deposit of the total contract amount is required to secure the date and tent rental.
- The remaining balance is required to be paid in full 14 days prior to the event date.

For all reservations:

- The remaining balance and final headcount are due 10 days prior to the day of your event.
- Nonpayment will result in a forfeiture of your entire down payment and use of our property.
- Credit cards, Debit cards, Cash, approved checks & money orders are accepted.
- Any changes made by the client must be confirmed no less than 14 Days prior to the event and a revised contract will be signed.

Cancellation Policy

- More than Thirty (30) days prior to the event date you will receive 50% of your deposit amount.
- Less than Thirty days (30) of the event date there will be no refund.

The strict cancelation policy is in part due to the cancellation policy of the tent company. Please see attached documentation

**** This payment arrangement is for the base rental rate of \$ 5,400.00 & assuming that we are renting the tent, tables, and chairs. If your event does not include a tent, tables, and chairs, or you as the client rent these items yourself the payment arrangement would be tailored to reflect this. ****

Additional Terms

- Wedding Insurance is **highly recommended**. Please visit: <http://wedsure.com> for complete pricing & details.
- All well behaved pets are allowed. All service animals will be allowed.
- No fireworks allowed.
- No lifeguard on duty! You may swim at your own risk.
- Alcohol is allowed. The State of Maine requires a licensed, insured bartender if a cash bar is provided or if any exchange of money is involved. All alcohol consumption will be at the risk and liability of the individuals or group renting our property.
- Smoking is allowed in designated areas.
- All events must end by no later than 9:00 PM (unless a previously arrange departure time has been approved)
- Persons or groups are expected to leave the property fully clean and functional and are responsible for all aspects of cleanup, with the exception of garbage disposal. That will be the responsibility of Sandy River Outdoor Weddings and Events.
- Cleanup must begin immediately after your event ends unless otherwise arranged.

Base contract amount: \$ 5,400.00

Extra's: \$

Sub-Total: \$

Deposit: \$ 2,430.00 (45% of base contract amount) Date Received _____

Base contract Balance: \$ 2,970.00 (due no later than 14 days prior to event date)

Security Deposit: \$ 250.00 Due with final payment. Date Received _____

Due 14 days prior to event \$ 3,220.00

Print Name _____

Signature _____

Date _____

Sandy River Outdoor Weddings and Events

Signature _____

Date _____