



9104 US Hwy 31
West Olive, MI 49460

In order to officially book the venue, this contract must be filled out in its entirety and payment must be provided.

Name/Organization (Patron): _____

If wedding, please include Bride & Groom's first & last names

Contact Name: _____

Phone Number: _____

Email Address: _____

Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Day & Date of Event: _____

Estimated Number of Guests: _____

Deposit Amount and Date: _____

(1/2 Venue Rental + \$400 Security/Damage Deposit)

The following items and services are included in your Venue Rental:

- ADA Accessible
- Day Before event set up time guaranteed
- 60" Round Tables (seat 8 guests)
- Rustic Wooden Chairs
- Table & Napkin Linens (1 color choice of each)
- Wood Rounds for centerpieces
- Head Tables & Buffet Tables as needed
- Miscellaneous Tables for gifts, cake, etc.
- Draped Edison lights
- Multiple Ceremony & Reception locations
- Full Service Restrooms
- Air Conditioning & Heat
- On-site paved parking lot
- 2 Chalkboards
- On-site Coordinator & Staff (with Catering & Bar package purchase)

DAY BEFORE ACCESS: The venue is available for set up and rehearsal the day before the event between **12PM and 5PM**. All day-before activities must be completed and the venue must be vacated no later than **5PM**.

DAY OF ACCESS: If ceremony is included in your package, access is allowed at **11AM**. This includes patrons, guests, and all vendors, unless an exception is approved. If not, access is allowed no earlier than **2 HOURS** before the event start time. Patrons, their guests, and all belongings (including decorations) must vacate the premises no later than **1AM**.

EXCEPTIONS MUST BE APPROVED! Events exceeding the allowed access times are subject to additional labor fees.

Renter Initials _____

PRICING INFORMATION

Wedding and Large Event Rental Pricing

(December-March)

\$1500

(April-May, November)

\$2800

(June-October)

\$3500

Weekday, Sunday, and Non-Wedding Rental Pricing

(does not include linens, Food & Bar minimum does not apply, day of access only)

Sunday

\$1000

Monday-Thursday

\$700

*Any event held on a Friday or Saturday is subject to all wedding pricing and minimums.

Catering & Bar

75 Guests Minimum Package Purchase (Wedding Rental Only)

6% Michigan Sales Tax and 18% Gratuity applied to Catering and Bar Package Totals

Self-Catering or Outside Vendor Catering

Liability Waiver must be signed

\$750 fee for Use and Care of our facilities

No service staff provided

No plates and silverware provided (see ADD-ON pricing to include)

All catering and bar pricing and rules are Non-Negotiable

ADD-ONS

(will be applied at 30-Day Meeting AND/OR taken from security/damage deposit)

Ceremony

(half due at booking)

\$500

Cake Cutting & Serving

\$100

Dessert Serveware

(Includes plates, forks, cocktail napkins)

\$50

Catering Serveware

(plates, silverware, serving utensils)

\$2/person

Alternative Snack Bar Maintenance

\$50

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ADD-ONS cont.

Chalkboard Artwork

\$20 per Chalkboard

Changes to Event within 30 Days of Event Date

(ie. guest count, additional tables, menu changes, etc.)

\$200

Personal Belonging Removal, Disposal, and/or Storage

(after 1AM day of Event)

\$100

Linen Package (for Weekday, Sunday, and Non-Wedding Events)

\$750

Includes ALL table and napkin linens

All linen is cotton blend and may have creases from folds.

Patron may provide their own linens.

BILLING ARRANGEMENTS & METHOD OF PAYMENT

Please select one of the following payment methods:

Cash

Check

Please make checks payable to **Stanton Crossing Events** and mail to:

Stanton Crossing Events

9104 US Highway 31

West Olive, MI 49460

Attn: Kristen DePirro

Credit Card

Please indicate the type of card and provide the following information:

VISA / MC / AMEX / DISCOVER (Circle One)

Card # _____ Exp _____ Security Code _____

Name on Card: _____

Statement Billing Address: _____

City: _____ State: _____ Zip: _____

Signature: _____

The outstanding balance for the Event will be due thirty (30) days prior to the event at your 30-Day Details Meeting. If payment of any invoice is not received within seven (7) days of the date on which it was due, a finance charge of 25% on the unpaid balance will be applied.

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SECURITY DEPOSIT - DAMAGE TO FUNCTION SPACE

If damage to the Venue property exceeds the amount of the security/damage deposit, you (renters) agree to pay for any damage to the function space that occurs while the renters are using it. The renters will not be responsible, however, for ordinary wear and tear or for damage that it can show was caused by persons other than the renter's attendees. Within thirty (30) days after the Event, and after reasonable review by Venue personnel for damages, the \$400 security/damage deposit will only be refunded if there are no damages to the premises, and if the renters have used the facility for the time stated in this Agreement. Damages, extra cleaning, and/or additional time costs will be withheld from the security/damage deposit. The entire security/damage deposit will also be withheld if an event is cancelled at any time.

USE RESTRICTIONS

1. The Venue is to be used for the Event, and for no other purposes.
2. If your event exceeds 150 guests, you will be responsible for the rental of tents, heaters, etc. to accommodate your guests in our outdoor reception area. Tables, chairs, and linens will still be provided by the venue.
3. Set up and breakdown times must fall within the total rental period stated above. It is the responsibility of the renters and its outside vendors to set up, breakdown, and move equipment and other items within the Venue premises for the event. (with the exception of tent rentals, in which case, the Venue will communicate with the rental company about breakdown time)
4. All activities, including rental clean up, must be completed by 1AM on the night of the event. It is recommended that at least one hour be allowed for Event breakdown. A contact person from the renters must check out with a representative of the Venue.
5. The Venue will provide parking.
6. The Venue will contract for professional security guard(s) to be present for the entire event, if requested, at an additional cost to the renters. We also reserve the right to hire if we deem it necessary.
7. If portable outdoor heaters are used, heaters must be placed on plywood or a similar surface to protect the grass. Heaters are the responsibility of the renters.
8. Smoking any form of tobacco or marijuana is prohibited in the Barn and within 50 feet of all building entrances, exits, windows, and air intake vents. No exceptions! No illicit drug use is permitted, and the Venue reserves the right to terminate the Event immediately if such activity occurs.
9. No rice, confetti, or loose glitter is allowed inside or outside the Venue.
10. No animals are permitted within the Venue except for registered service animals or leashed pets that are an integral part of the Event. Venue must be made aware of any animals brought onto the premises. We are not responsible for the care and cleaning up of all animals.
11. Flame candles are not permitted. Battery-powered candles can be used. Fireworks are prohibited, with the exception of sparklers that may only be used outside and 20 feet away from any building. Use of sparklers must also be pre-approved by a Venue Representative. Sparklers must be able to be extinguished in a container provided by the renters and disposed of properly. Renters assume full responsibility for any damages caused by sparklers.
12. Music or other sound must not be audible outside the barn beyond 11:00pm.
13. All children in attendance at the Event must be supervised at all times.

Renter Initials _____

USE RESTRICTIONS cont.

14. No threatening behavior is permitted, and the Venue reserves the right to terminate the Event immediately if such activity occurs.
15. Venue representatives may monitor Event activities and have the authority to enforce this Agreement. A venue representative may terminate the Event if the Group fails to honor the Agreement or applicable law.

SET-UP AND BREAKDOWN

1. Venue must have contact information for any and all rental and outside vendor companies used for the Event in order to schedule set-up and breakdown times for equipment.
2. Nails, tacks, or staples may only be used in walls and woodwork with approval from a Venue representative. All decorations and supplies used (ie. nails, tacks, staples, etc.) must be removed no later than the end of the allowed time for the Event.
3. All trash and recyclables outside of the kitchen and bar areas must be removed and/or cleaned up (trash receptacle behind building available for use). Event trash on the grounds, walkways, stairs, parking lot, and inside Barn area must also be removed. This includes, but is not limited to, signs, artificial flower petals or any other non-biodegradable material, including cigarette butts.
4. The renters must notify the Venue promptly of any damages that have occurred during the Event. Failure to comply will result in the add-on fee, stated above, being subtracted from the security/damage deposit refund.

PERSONAL AND ABANDONED PROPERTY

The Venue and its representatives assume no responsibility for any property placed in the Barn or on the premises or any property that is left on the premises after the Event in over

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

The Group agrees to indemnify and hold the Venue, its officers and agents harmless from and against any and all liability, claims, actions, demands or losses of any kind and nature that may occur or be claimed with respect to any person or persons, corporation, property or chattels, on or about the barn area, or to the property itself resulting from any act done, or omission by or through the Group, its agents, contractors, employees, invitees, or any person on the premises by reason of the Group's use or occupancy thereof. These may include, but are not limited to accident, injury or damage to property arising from any act of the Group or Group's guest, whether intentional or negligent, which occur during use. Group agrees to pay all costs and attorney fees incurred by the Venue and its representatives in defending any such claim or action brought against the Venue and its representatives.

Renter Initials _____

ALCOHOL

1. The renters agree and warrant that there shall be NO CONSUMPTION OF ALCOHOL BY ANY PERSONS UNDER THE AGE OF 21 ON THE PREMISES.
2. The Venue has the right to refuse to allow alcohol to be served to, or consumed by, any person who is visibly intoxicated or under 21 years of age.
3. The venue may ask for identification to verify age and reserves the right to ask the entire party to leave if (1) a minor is consuming alcohol; (2) an adult is providing alcohol to a minor; or (3) a guest or guests appears intoxicated and refuses to leave the premises if asked to do so.
4. While alcohol may be consumed in the barn and reception areas, there must be no alcohol consumption in the parking lot or in vehicles.
5. No outside alcohol is to be brought onto the venue premises without approval by a venue representative. If we find and recover outside alcohol, we will dispose of it and your security/damage deposit will not be refunded. No exceptions.
6. Shots are not permitted.

CANCELLATION

The renters may cancel this Agreement without cause upon written notice to the Venue at any time prior to the Event, upon payment to the Venue of any amount based on the following scale:

- If cancelled within 90 days of the Event: 100% of the Total Venue Rental Fee + \$400 Security/Damage deposit
- If cancelled within 91-180 days of the Event: 50% of the Total Venue Rental Fee + \$400 Security/Damage deposit
- If cancelled prior to 180 days of the Event: \$400 Security/Damage deposit

In all cases of cancellation the \$400 Security/Damage deposit will **not** be refunded

IMPOSSIBILITY

The performance of this Agreement is subject to termination without liability and refund of all refundable deposits upon the occurrence of any circumstance beyond the control of either party – such as acts of God, war, acts of terrorism, government regulations (including zoning ordinances), disaster, strikes (except those involving the employees or agents of the party seeking the protection of this clause), civil disorder, or curtailment of transportation facilities – to the extent that such circumstance makes it illegal, impractical, or impossible to provide or use the Venue's facilities. The ability to terminate this Agreement without liability pursuant to this provision is conditioned on delivery of written notice to the other party setting forth the basis for such termination as soon as reasonably practical – but in no event longer than 10 days – after learning of such basis.

Renter Initials _____

ACCEPTANCE

Upon receipt by the Venue of a fully executed version of this contract, it will be placed on a definite basis and will be binding upon the Venue and the renters. This Agreement represents the full and complete understanding of the Venue and the renters, and supersedes any prior communications. This Agreement may not be modified by either party without the express written consent of other party.

CONFIRMATION

The individual, agent, or entity signing this contract, along with the event guests and any contracted labor, will hold Stanton Crossing Events, Alaskan Pipeline West Olive, LLC, all employees and affiliates, individually and jointly and severally harmless for any loss, damage or injury to person or property resulting from the use, occupancy or possession of the premises.

I, _____, hereby acknowledge that I have read

the above rental agreement and foregoing terms and conditions, and I agree to the terms and conditions

this _____ day of _____, 20_____.

Signature of Renter & Date

Signature of Stanton Crossing Events Representative & Date

Renter Initials _____