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 www.postfamilyfarm.com

### Church/Non-Profit or Family Event Reservation Contract

Thank you for choosing Post Family Farm for your Summer Outing! We are confident our service, our setting and our facilities will live up to your expectations. Please fill out the following and return a signed original along with your deposit to: Post Family Farm.

Event Date \_\_\_\_\_ Time \_\_\_\_\_ Group Name \_\_\_\_\_ Anticipated # of guests \_\_\_\_\_  
 Contact Person \_\_\_\_\_ Phone #(s) \_\_\_\_\_ E-mail \_\_\_\_\_  
 Pkg  Deluxe  Basic<sup>(1st 75 free)</sup>  Basic w/ wagon rides  Country Line Dancing  Weekend Event  
 Choice: \$700 + \$4/person \$400 + \$3/person \$500 + \$3/person \$250 for up to 2 hours ^add \$300 (Closed Sunday)

*All prices subject to 5% service charge.*

Deluxe Package (includes staff to run events)	Basic Package	Country Line Dancing Package
Cost: \$700 + \$4/person (Mon.-Thurs. only)^	Cost: \$400 + \$3/person (Mon.-Thurs. only)^	Cost:\$250 for up to 2 hours
Includes set up, supervision and clean up of:	Includes set up and clean up of:	Available Mon. - Thurs. only
Guest tables and chairs, food tables & display tables	Guest tables and chairs, food tables & display tables	during summer months.
Parent/Child 3-legged Race	Parent/Child 3-legged Race (we provide leadership)	Call for fall, winter & spring rates.
Parent/Child Egg Toss	Parent/Child Egg Toss (we provide leadership)	This event is for adults only.
9 Kids Games* (3 games for 3 different age groups)	Supplies for:	
Up to 2 Organized Games for grades 8-adult:	Sand Volleyball and Horseshoes	Includes instructor and sound
Sand Volleyball	and one of the following:	system for line dancing.
Wiffle Ball	Ultimate Frisbee	
Ultimate Frisbee	Kick Ball	We provide lemonade and water
Kick Ball	Wiffle Ball	throughout the event as well as
Free time activities including:	Free time activities including:	two tables for snacks, etc. that
Farm Animals	Farm Animals	you provide.
Kiddie Corral Play Area	Kiddie Corral Play Area	
Nature Trail	Nature Trail	<input type="checkbox"/> For an additional \$3/person
Wagon tours of Farm		(\$100 minimum) we will provide
Pumpkin Train Rides for Kids	(Optional: Add 1 hour of tractor drawn wagon rides	tables, linens & chairs for your
Lawn Games: horseshoes, badminton, croquet, bocce ball	to your basic package for an additional \$100.)	guests.
*Prizes for games are the responsibility of the organization.		

### Additional Farm Items & Activities

- \$300 **Sound System with operator**  
Our high-quality system offers multiple speakers, mics and a wide range of background music styles
- \$100 **Water Games Area** (one hour limit)  
Kids can cool off on a hot summer day in our slip-n-slide area complete with fun sprinklers and spray hoses.
- \$200 **Dunking Machine** You provide the bait, we provide the machine.
- \$50/hour **Face Painting** We provide 3 face painters to decorate your children's faces
- \$25 **Tug-o-War**
- TBA **Photo Booth** We'll provide a scenic setting & a memorable framed photo for families who attend the picnic
- \$15/ring/hour (20 people/ring) **Bonfire & Marshmallows** Number of rings \_\_\_\_\_ Number of hours \_\_\_\_\_
- \$15/30 cup pot **Hot Chocolate** Number of cups \_\_\_\_\_
- \$7.50/dozen **Homemade donuts** (4 dozen or \$30 min. may apply) Number of dozens \_\_\_\_\_
- \$1 each **U-Pick Pie Pumpkins** (Fall) or **Pot A Flower** (Spring)
- \$100 for 1 hour for 1 horse **Pony Rides**, \$75 ea add'l hour &/or horse (up to 7 horses) # of hrs \_\_\_\_\_ # of horses \_\_\_\_\_
- Mechanical Bull  Adult Hoppy Horses  Other \_\_\_\_\_ Call for a quote on these rental items.

Other Please explain: \_\_\_\_\_

\*\*\*Note: All prices subject to change, unless we have a signed reservation contract with deposit. \*\*\*

FOR OFFICE USE ONLY: Final Guest Count \_\_\_\_\_ Total Invoice Amount \_\_\_\_\_ Ck. Name/#s \_\_\_\_\_

Deposit Am't \_\_\_\_\_ Date Rec'd \_\_\_\_\_ 2<sup>nd</sup> Installment Am't \_\_\_\_\_ Date Rec'd \_\_\_\_\_ Final Payment Am't \_\_\_\_\_ Date Rec'd \_\_\_\_\_

**Post Family Farm Rules** (Please print this page, scan and return or use fax)

No smoking, except in designated areas.

No open fires, except with express permission in designated areas. No fireworks.

No food or beverage may be brought in without prior approval.

All persons using Post Family Farm facilities do so at their own risk. We are not responsible for personal injuries, damaged or stolen property.

No pets permitted on the premises.

No amplified musical instruments or generators without prior approval.

***As a recognized representative of my company, I have read and agree to the above rules.***

Print Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**Payment Schedule**

**First Installment**

We require a deposit of 50% of the Base Price along with your completed reservation form to reserve your date. We will hold your date for 5 days without a deposit.

**Second Installment**

75% of your estimated total bill is due two months prior to your event date.

**Final Payment**

Final payment is expected on or before your event date and is based on the final guest count given 5 days prior to your event date.

**Cancellation Policy**

Cancellations made more than 6 months prior to the scheduled event date will be refunded 50% of the "First Installment" payment. Cancellations made more than 3 months but less than 6 months prior to the scheduled event date will forfeit the entire "First Installment" payment. Cancellations made more than 2 months but less than 3 months prior to the scheduled event date will forfeit the Base Price of the selected package. Cancellations made within 2 months of the scheduled event date will forfeit the entire "Second Installment" payment.

**Release of Liability - Read Before Signing**

Post Family Farm has gone to great lengths to ensure that our equipment, activities and facilities are safe. However, we realize that in spite of all of our precautionary measures, accidents may still occur. With that knowledge, we ask that you carefully read over and sign the following.

In consideration for the presence and participation of *(your company's name)* \_\_\_\_\_ employees and their families in activities at Post Family Farm, I, \_\_\_\_\_, the undersigned, (a recognized representative of the above named company) acknowledge, appreciate, & agree that:

For myself and on behalf of my co-workers and their families, I acknowledge that our company (named above) and/or our employees and their families hereby assume all responsibility and agree to release, indemnify, and hold harmless Post Family Farm and their employees with respect to any and all bodily and personal injury, disability, death, or loss or damage to person or property that may arise out of, or is in any way connected with, our participation or presence at Post Family Farm, to the fullest extent permitted by law. I understand that Post Family Farm works diligently to provide a safe environment but does not guarantee the construction, condition, or safety of the facilities or the equipment and this release agreement is to be binding on me and my heirs.

I have read this release of liability and assumption of risk agreement, fully understand its terms, and sign it freely and voluntarily without any inducement, on behalf of the above named company.

X \_\_\_\_\_

Date \_\_\_\_\_

X \_\_\_\_\_

Date \_\_\_\_\_