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## Post Family Farm Facility Rental Contract

☐ GC ☐ RB ☐ don ☐ form ☐ caller ☐ IT

Day \_\_\_\_ Date \_\_\_\_ Time \_\_\_\_ Event Location ☐ 1915 Barn ☐ Pavilion

Contact Person \_\_\_\_ Organization \_\_\_\_

Type of Event \_\_\_\_ Type of Group ☐ Families ☐ Adults # of Guests \_\_\_\_

Phone \_\_\_\_ Alternate Phone \_\_\_\_ Email Address \_\_\_\_

**\*Rental hours are from 9am-2pm and 4pm-midnight. Rental Price includes 5-foot round guest tables (8 per table), 2 serving tables, 1 display table, chairs, setup, teardown and use of our facilities for up to 4 hours. Table coverings not included.**

**Rental Price** (not including Fridays & Saturdays April-November)

☐ \$350 (up to 50 guests) ☐ \$625 (up to 150 guests) ☐ \$825 (up to 225 guests)

**Peak Season Rental Price** (Fridays & Saturdays April-November)

**Reservations may not be made more than 4 months in advance.**

☐ \$1500\* Friday Evening ☐ \$1000\* Saturday Morning (depart by 2pm) ☐ \$2000\* Saturday Evening

\* Price reflects seating for 150 guests (add \$100 for each additional 50 guests) \_\_\_\_

**Catering Service Fee**

☐ \$100 for preferred caterers: Catered Creations or Pizza Ranch ☐ \$250 for all other caterers or potluck **\*No alcohol**

**Package Add-ons** (available in combination with the above packages)

☐ **Wristbands** (fall) \$9/person Monday – Thursday, \$12/person Friday - Saturday (under 2 free); includes activities \_\_\_\_

☐ **Homemade Donuts** \$17/dozen (8 doz. minimum Dec.-Aug., except on scheduled Donut Days) # doz. \_\_\_\_

☐ **Cider** (in season) – Approx. \$12/gal. (market value) # gal. \_\_\_\_ Hot cider – Add \$8/gal. \_\_\_\_

☐ **Hot Chocolate** \$50 (30-cup Cambro, includes cups) \_\_\_\_

☐ **Table linens** \$7/table \_\_\_\_

☐ **Centerpieces** \$5/table We will provide and place seasonal centerpieces for your tables. \_\_\_\_

☐ **Bonfire** with roasting forks \$95

☐ **Lawn Games** \$50 (Kan Jam, bocce ball, ladder ball, and cornhole)

☐ **U-Pick Pumpkins** (fall) You provide tickets of any value you choose for guests to purchase pumpkins. Ticket value \$ \_\_\_\_

☐ **Pony Rides** \$150 – 1 horse/30 min., \$75 each additional 30 min. # min. \_\_\_\_ \$7/ride – fall Saturdays \_\_\_\_

☐ **Apple Cannons** \$7/bucket of apples \_\_\_\_

☐ **Pumpkin Train Rides** \$75/30 min., \$100/hr. # of min./hrs. \_\_\_\_

☐ **Sound System with sound operator** \$300

☐ **Sound System with DJ Service** \$500/3 hours

☐ **Barn Dance** with caller \$250/1<sup>st</sup> hour \$100/additional hours #/hrs. \_\_\_\_

☐ **Additional vendors** \$25 fee (bounce house, mechanical bull, etc.) Vendors must be approved. # vendors \_\_\_\_

☐ **Tractor-Drawn Wagon Rides** \$200 (1 tractor with up to 2 wagons - @25 people each; @30 minute rides) \$100/add'l. hour

☐ **Corn Maze** (fall) \$2/person with Tractor Ride (\$20 minimum)

☐ **Horse-Drawn Rides** \$400/1<sup>st</sup> hr, \$75/add'l 30 min ☐ **Wagon** (up to 12) ☐ **Sleigh** (up to 12) ☐ **Carriage** (up to 4) # ppl \_\_\_\_\_  
☐ **Heaters** for Pavilion \$350 (can be added at your event and paid for after the event) \_\_\_\_\_

**\*\*\*Note: Prices subject to change unless we have a completed reservation form; 3% surcharge on credit cards.\*\*\***

### **Reservation & Deposit Agreement**

By signing below I acknowledge that I have contracted with Post Family Farm to host my event on the date indicated above and I agree to their reservation terms and conditions. My deposit (equal to 50% of my selected package) is due with this reservation agreement and is non-refundable if my event is cancelled with less than 2 months notice. Cancellations made with more than 2 months notice will be refunded the deposit less \$50 for office handling fees. Final Payment is due one week before the event.

Signature\_\_\_\_\_ Date \_\_\_\_\_

**Estimated Final Bill:** Rental Price \_\_\_\_ + Catering Service Fee \_\_\_\_ + Add-ons \_\_\_\_\_ = \_

Deposit amt. \_\_\_\_\_

**Caterer** \_\_\_\_\_ **Phone number** \_\_\_\_\_

**Other** \_\_\_\_\_

**Special Instructions:** \_\_\_\_\_

### **Post Family Farm Rules**

Smoking permitted only 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.

**No alcoholic beverages may be brought in.** Some exceptions may apply – contact us for 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 generators may be brought in without prior approval.

No amplified musical instruments without prior approval.

### **Statement of Liability**

Post Family Farm has gone to great lengths to ensure that our equipment, activities, and facilities are safe. However, we realize that in spite all our precautionary measures, accidents may still occur. By voluntarily participating in an event at Post Family Farm, participants agree that Post Family Farm cannot be held liable for any accidents or injuries that occur due to negligence or recklessness on the part of our guests. Additionally, Post Family Farm is not responsible for personal property that is lost, damaged or stolen.

I have read the "Post Family Farm Rules" and "Statement of Liability," fully understand and agree to the terms, and sign this rental contract freely and voluntarily.

X \_\_\_\_\_ Date \_\_\_\_\_