

# The Barn at Oleander Policies & Info

## **ONE DAY EVENT LIABILITY INSURANCE**

Must be purchased at least 2 weeks prior to wedding day through a vendor such as: [www.eventhelper.com](http://www.eventhelper.com) See contract for specific amounts that must be secured with listing The Barn at Oleander on the policy. Please upload to your Honeybook portal and email a copy to [thebarnatoleander@gmail.com](mailto:thebarnatoleander@gmail.com).

## **PREFERRED VENDOR LIST**

We highly recommend booking vendors off of our preferred list, if you are looking for a seamless event. Outside vendors are allowed at this time, however they must be licensed and insured. As soon as you book them please send us their contact information so we can send them our vendor requirements. Outside vendors will need to email us a certificate of insurance, with The Barn at Oleander listed as additionally insured.

STARTING JANUARY 1, 2025...Couples will have to select their Catering Vendor and DJ from our Preferred list. To ensure the best outcome for our wedding clients. Outside catering vendor and/or DJ can be brought in, however a service fee of \$350 will be collected and outside vendor will have to be approved by the Barn at Oleander.

## **PAYMENT SCHEDULE**

Deposit is non-refundable and will hold your date of choice. Minimum payment schedule is 240, 120, 60, 30 days prior to wedding day split up in equal payments.

## **DECOR**

Decor of your choice is included in your wedding package. You can view decor selections on our website or also at the Open House events we host. You will receive a direct link to select your decor one month prior to your wedding. Decor will be set on counter for you or your coordinator to use accordingly. The Barn at Oleander is only responsible for decorating if couple adds Wedding Day Management to their contract.

## **OPEN HOUSES**

In lieu of individual appointments we have implemented specific monthly dates for our couples to have the opportunity to rehearse or do further planning for their special day. We have selected vendors available for you to meet and it is also an opportunity to share the venue with your loved ones. These dates will be posted on our social media accounts and we kindly appreciate an RSVP.

## **REHEARSALS**

We do our best to provide a window of time for each bridal party. If available, Friday's weddings will rehearse on Thursdays 5-6pm. Saturday's wedding will rehearse 4-5pm if there are back to back weddings on a weekend. These will be schedule approximately 6 weeks prior to wedding day.

## **KIND REQUESTS....**

- All candles must be battery operated
- Aluminum cans instead of glass beer bottles
- Please refrain from use of any kind of confetti
- Flower girl is asked to throw REAL petals vs artificial
- Children must be supervised at all times
- Alcohol service to guests starts after ceremony 5 Hours Max.
- The use of sparklers for exit must accompany a policy that covers it.