

Two-Hearts LLC Barn Venue Rental Contract

P.O. Box 2135 Portola, Ca 96122 (530) 414-5056 smith@two-heartsllc.com



➤ **Name of Individual(s) or Organization AKA Purchaser:**

➤ **Address:**

➤ **Phone(S):**

➤ **Email Address 1:**

➤ **Email Address 2:**

➤ **Principal Contact Person or Event Coordinator (Recommended) Name, Telephone, and Email:**

- Event Coordinator will alleviate any communication errors or confusion from your vendors and allows us to assist you better before and after your event. In-House available.

➤ **Type of Event:** _____

➤ **Times and Dates:**

What Date will the Event take place? _____

- We allow for 3 days for the venue to be available to you, unless arranged otherwise.
- Day 1-Delivery/Set-up, Times will be from 9:00 AM-10:00 PM Delivery/Set-Up
- Day 2-Event 9:00 AM-11:00 PM Event Day
- Day 3-Tear-Down and clean-up 9:00 AM-5:00 PM

Initial & Date here: _____

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➤ **Estimated Attendance: Guests:** _____ **Staff/Personnel:** _____ **Total:** _____

➤ **Will Alcoholic Beverage be consumed? Yes** ____ **No** ____

• **If yes, Beer and Wine** _____ **Spirits** _____ **Both** _____

➤ **Food Served? Yes** ____ **No** ____

• **If yes, Catered? Yes** ____ **No** ____

Caterer name and number (provide when available)

• **Will it be prepared on site? Yes** ____ **No** ____

➤ **Live Music, DJ, MC, or Performers? Yes** ____ **No** ____

Entertainment/Music Contractor name and number (provide when available)

Rates: (Effective May-23rd-2018)

We offer a **3-day weekend rate starting on a Friday or Saturday for \$5,500.00*** with times allowed outlined in Times and Dates Section. Our rates and facility can accommodate approximately 200 people in the barn. No restriction on guests outside of barn.

If you choose to have a **mid-week event the rate will be \$5,000.00* for any consecutive 3 days.**

*These rates include the Barn Venue only, which consist of the main open-area, saloon bar, prep kitchen, loading bay, parking areas, and areas directly outside of barn on North, East and West sides.

*Special package rates are available to include Tables, Chairs, Dishware, Linens and all of your other party-rental needs.

A non-refundable rental deposit of 1/3 (33%) of the total rental fee is required to secure an event date, along with signed copies of this contract.

We also require a refundable security deposit of \$500.00. The security deposit will be refunded within fifteen (15) business days from the last day of event, if premises are left in the same condition as rented and terms of contract are upheld. *Please leave all parts of the premises as found, as per Tear-Down and Clean-up checklist. Cleaning shall adhere to the Venue Owner's standards.*

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Restriction and policies

1. Due to our rural area status, and desire to keep the neighbors happy, amplified music must end no later than 10:00 PM. Vacate the premises in a timely fashion.
2. No pets allowed, unless they are taking part in your ceremony-or as allowed by law.
3. No nails or staples or fasteners to be used on any part of barn, unless previously cleared to do so with Two-Hearts Management.
4. No barn owned equipment to leave the property.
5. All delivered materials must be unloaded on the west side of the barn at our delivery dock.
6. No smoking anywhere other than designated smoking areas.
7. No open flames including, but not limited to, fireworks, sparklers, candles.
8. No confetti, rice, glass beads, or glitter. These items are harmful to the soil and or wildlife.
9. No violent or aggressive behavior. Any such behavior will cause immediate cancellation of event and an eviction of all event guests and personnel and will result in a forfeit of the Security Deposit.
10. Last call for alcohol, if served, can be no later than 30 minutes prior to event end time.
11. Overnight parking is permitted for guests that have arranged for alternate transportation after the event. Cars must be moved by 5:00 PM on Tear-Down/Clean-up day. Any vehicles remaining after this time are subject to towing and owners will be held responsible for all fees should tow occur.

Purchaser is responsible for the conduct and activities for all of their guests. A violation of any restrictions and policies above can result in forfeit of security deposit and immediate cancellation of event.

Liability Insurance

We only accept WedSafe Insurance. A copy of WedSafe Liability Insurance must be received no later than sixty (60) days prior to your event date, along with your remaining balance of fees.

We require that Two-Hearts LLC P.O. Box 2135 and Diamond "S" Ranch P.O. Box , be named as an additional insured on the policy.

We require a minimum of (\$2,000,000) two million dollars of coverage. If liquor/alcohol is being served "Host Liquor Included" option must be included in your coverage.

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The purchaser, for him/her/self or the above organization plus all members thereof, if applicable, have read and fully understand and, further agree, to abide by the policies, restrictions, and procedures as stated in the rental contract.

The purchaser is fully aware that all fees on deposit, and rents collected, may be forfeited if there are any violations of terms of this agreement.

The Purchaser understands and agrees that they shall accept all risks for loss, damages, injury, liability, cost or expense that may occur during, or as a result of, the use or occupancy of the facilities.

The Purchaser further agrees that they will save, defend and hold harmless, Two-Hearts LLC and Diamond "S" Ranch Corporation and/or its members or agents from any of the aforementioned risks.

This Contract constitutes the sole, complete, and binding agreement between Two-Hearts LLC and the Purchaser.

The law of the State of California shall govern this agreement with venue residing in Plumas County. If any party breaches this agreement, the non-breaching party shall be entitled to reasonable Attorney's Fees, court costs, and costs of collection of any valid judgement.

I/We also swear that the above information provided is true and correct to the best of my/our knowledge:

_____ Date: _____

Signature of Purchaser and Title

_____ Date: _____

Print Purchaser's Name

_____ Date: _____

Signature of Venue Owner/Manager (Two-Hearts)

_____ Date: _____

Print Owner/Manager Name (Two-Hearts)

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Please email, mail, or hand-deliver this entire signed Barn Venue Rental Contract and Copy of Liability Insurance to the following:

Mail: Two-Hearts P.O. Box 2135 Portola, Ca 96122

Email: smith@two-heartsllc.com

Phone: 530-414-5056

“Rental Deposit” to be mailed with signed Barn Venue Rental Contract or paid over the phone.