



Family Ties Event Barn, LLC  
N1980 Owen Ave. Neillsville, WI  
Mailing: N9357 Eastridge Dr. Unit 2  
Berlin, WI 54923  
(920) 252-5564 Mel Krause  
familytieseventbarn@gmail.com

## CONTRACT

This contract defines the terms and conditions under which Family Ties Event Barn LLC (FT) and \_\_\_\_\_ (hereafter referred to as the CLIENT) agree to the CLIENT's use of the Family Ties Event Barn facilities on \_\_\_\_/\_\_\_\_/20\_\_\_\_ (reception/event date) This contract constitutes the entire agreement between the parties and becomes binding upon the signature of both parties. The contract may not be amended or changed unless executed in writing by Family Ties Event Barn and the CLIENT. FT is not responsible for the damage or loss of any personal belongings.

### CLIENT INFORMATION: - Please PRINT

COUPLE'S NAMES

\_\_\_\_\_ & \_\_\_\_\_

1<sup>ST</sup> ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ ST: \_\_\_\_ ZIP  
\_\_\_\_\_

1<sup>ST</sup> ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ ST: \_\_\_\_ ZIP  
\_\_\_\_\_

PHONE: \_\_\_\_\_ & \_\_\_\_\_  
\_\_\_\_\_

E-MAIL  
ADDRESS: \_\_\_\_\_

APPROXIMATE GUEST COUNT: \_\_\_\_\_

**FACILITIES AND SERVICES PROVIDED BY FAMILY TIES EVENT BARN:** FT will provide the facilities and services described in this contract on the date of the event. All other services and arrangements for services shall be the responsibility of the CLIENT and managed through a separate agreement with one of the approved catering services listed in this contract. FT will provide the following:

#### **Rental use includes:**

- 150-year-old Rustic historically decorated upper barn loft (37x84) located on a 210-acre farm surrounded by farmland and woods.
- Seating for 250 people with a mix of a sweetheart table & chairs, round tables, banquet tables, wooden plank tables (no hot items allowed on the wooden plank tables) and chairs included.



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- Pasture ceremony area with a grand wood beamed arch and wood benches. (held in the grass, so please be prepared with proper footwear)
- Handicapped accessible.
- Portable toilets (depending on size of event) plus 1 wheelchair accessible with washing station. (Rustic Bathrooms coming soon)
- Farmhouse –(3 bedroom, 1 bath) available for bride and bridesmaids as a get ready space, prior to ceremony (once ceremony is complete the personal belongings are to be removed from the farmhouse) (Vintage Bridal and Groomsman suites coming soon)
- Firepit area (weather permitting & available only with staff assistance)
- Designated smoking & vaping area (west of the barn on pavement)
- Vintage buffets for Cake and gift tables along with a vintage locked card box
- Strung café lights throughout the barn
- Built in bar
- Guest parking attendant
- Trash removal & Maintenance

#### **Services:**

- Day of coordination by owner & staff, maintaining a timeline and general organization of the day of activities
- Guest parking attendant
- Set-up and clean-up of ceremony and reception areas – benches, tables and chairs included
- Staff to maintain trash removal

#### **Features:**

- |                                      |   |
|--------------------------------------|---|
| ➤ Historic Barn                      | ➤ Firepit (weather permitting)                      |
| ➤ Concrete Silo                      | ➤ Farm tractors                                     |
| ➤ Deck                               | ➤ Designated smoking & vaping area                  |
| ➤ Wooden fencing                     | ➤ Yard games  |
| ➤ Several gardens                    | ➤ Antique décor (not to be removed)                 |
| ➤ Oak woods (possible ceremony site) | ➤ Wooden benches for ceremony                       |
| ➤ Tall grass outer pasture           | ➤ Mixture of round, banquette & wooden plank tables |
| ➤ Parking                            | ➤ Chairs  |
| ➤ Grand wooden arch                  | ➤ Built in bar                                      |
| ➤ Wagon wheels                       | ➤ 2- Vintage buffets for cake & gifts               |
| ➤ Whisky/wine barrels                | ➤ Vintage card box                                  |
| ➤ Reclaimed horse drawn spreader     | ➤ Sweetheart table & chairs                         |
| ➤ Night outdoor lighting             |   |



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**RATES:** Weekend Rates include:

- Friday – Set up and gather for rehearsal and the rehearsal dinner. 12 pm – 10 pm
- Saturday – The Magical day, where two become one. 8 am – 12:30 am
- Sunday – Collect personal items and remainder of vehicles. 8 am – 12 pm

\$3,000 up to 250 guests

**ADDITIONAL FEES:** *please check & fill in if needed*

- Bartending \$30 per hour, per bartender (3 hours minimum) (+ any tips given)  
How many Bartenders needed \_\_\_\_\_ Hours needed #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_
- White table linens: \$10/each (optional) Round \_\_\_\_\_ Rectangular \_\_\_\_\_
- Holiday weekend/day add \$750

**DAMAGE DEPOSIT:** Required \$500 deposit. May be fully refundable, dependent on any damage, stolen property of FT or excessive cleaning is required. You will be held responsible for any damage caused by your guests during your event dates.

**DEPOSIT & REQUIREMENTS:** To hold your date, a deposit of 50% of rate + 5.5% WI sales tax (\$1,582.50) and the signed contract must be submitted. The deposit is non-refundable after 7 days of date of contract. Cancellation: If the CLIENT needs to cancel, FT will allow date transfer within 1 calendar year, from booked date. (if available)

The remainder final payment, the total due, any other additional services, plus WI sales tax of 5.5% and the damage deposit, is due 30 days prior to date of event. These fees are nonrefundable unless there is a death or a wedding couple medically unable to marry.

Payments allowed – Cash, Cashiers check



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<b>Clients' Signature,</b>  _____  _____  <b>Date</b> ____/____/20____	<b>FT's Signature</b>  _____  _____  <b>Date</b> ____/____/20____
<b>Printed Names'</b>	<b>Printed Name</b>  Melanie Krause
<b>Address</b>	<b>Mailing Address</b>  N9357 Eastridge Dr. Unit 2
<b>City, State, Zip Code</b>	<b>City, State, Zip Code</b>  Berlin, WI 54923

Once returned, FT will sign and email a copy back to the Client.

**Please return within 10 days after receiving contract.**

- Signed Contract
- 50% of rental fee + 5.5% WI tax (\$1,582.50)

**Please return 30 days prior to event date:**

- Remainder of rental fee & additions + 5.5% WI tax
- Damage Deposit
- Event Insurance
- Schedules & Vendors form
- COI's from your vendors

Payments allowed – Cash, Cashier's check

Family Ties Event Barn is available for any special occasion: Weddings, Rehearsals, Receptions, Anniversaries, Birthdays, Bridal & Baby Showers, Graduations, Retirement, Reunions, Celebration of Life, private events, corporate functions along with Senior & Family Photos.