



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

PRIVATE EVENT INFORMATION & POLICY

Family Ties Event Barn LLC is limited to 6 events per year / 1 per month.

BEVERAGES:

The Client may bring in their own beverages, (beer, malt beverages, soda, water & juice- NO hard liquor) which would be considered an 'open bar' (no cash exchange and/or donation jar.)

If the Client wishes to host alcohol at their event with 20+ guests, hiring one or more of our licensed bartenders is required, at a rate of \$25/hour with a minimum of 4 hours for the main bartender, or you may bring in your own licensed bartender. If you bring in your own licensed bartender, a copy of the bartender operating license will need to be supplied to FT 15 days prior to the event, and they will need to comply with the legal operations of an operating bartender's license) The bartenders will/must always monitor alcohol. ALL alcohol consumed on site needs to be served directly from the bar by a licensed bartender. We will work with the couple to determine the number of bartenders required to serve the number of expected guests.

We do not provide table-side beverage services; alcohol will only be available at the bar.

ABSOLUTLY NO illegal substances allowed on the property and any person under 21 is prohibited from drinking any alcoholic beverages. FT staff and our bartenders will ask anyone who is under the age of 25 for their ID. If FT finds a minor drink alcohol, they will be asked to leave the premises. If any illegal substances are found on the premises, the users will be asked to leave the event.

If the CLIENT plans on Designated drivers or a shuttle service, these need to be posted at the bar. Please keep in mind, at the end of the evening, it is illegal in Wisconsin to have any open alcohol containers in a vehicle.

ALL Alcohol will stop being served at 11:00pm.

CATERING: The CLIENT may bring in their own food, but it is highly recommended to use a licensed & insured caterer for the day of the wedding and the rehearsal dinner. FT does not have a kitchen in the barn. CLIENT's caterer would have access to trash bags and trash cans. **Food liability is the full responsibility of CLIENT.**

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:

- Century + year-old Rustic historically decorated upper barn loft (37x84) located on a 210-acre farm surrounded by farmland and woods.
- Seating for 225 people with a mix of round tables, banquet tables, wooden plank tables (no hot items allowed on wooden plank tables) and chairs included.
- Pasture area with wood benches. (held in grass, so please be prepared with proper footwear)



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- Handicapped accessible.
- Portable toilets (depending on size of event) plus 1 wheelchair accessible with washing station. (Rustic Bathrooms coming soon)
- Firepit area (weather permitting & available only with staff assistance)
- Designated smoking & vaping area
- 2- Vintage buffets
- Strung café lights strung throughout the barn along with other large lighting fixtures.
- Built in bar
- Trash removal & Maintenance during event

Services:

- Guest parking attendant (depending on the event)
- Set-up/ take down assistance (depending on the event)
- Staff to maintain trash removal during event (depending on the event)

Features:

- | | |
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| ➤ Historic Barn | ➤ Farm equipment (display only – not available during planting or harvesting) |
| ➤ Antique décor (un-removable) | ➤ Designated smoking & vaping area |
| ➤ Concrete Silo | ➤ Yard games |
| ➤ Deck | ➤ Antique décor (not to be removed) |
| ➤ Wooden fencing | ➤ Wooden benches for ceremony |
| ➤ Several gardens | ➤ 6- 5' round tables, 2-6' & 2-4' banquet tables, 2 pub tables |
| ➤ 1 st woods (ceremonial site #2) | ➤ 200 white Chairs |
| ➤ Camping area | ➤ 6 tall bar stools |
| ➤ Parking | ➤ White Table linens – round & rectangular |
| ➤ Grand wooden arch | ➤ Built in bar with ice chest & 2 mini frigs |
| ➤ Wagon wheels | ➤ 2- Vintage buffets for cake & gifts |
| ➤ 1-Whisky/1-wine barrels | ➤ Vintage card box |
| ➤ Reclaimed horse drawn spreader | ➤ Sweetheart table- round & rectangular & chairs |
| ➤ Night outdoor lighting | |
| ➤ Firepit (weather permitting) | |
| ➤ Designated smoking/vaping area | |

TO ENSURE FT FACILITIES ARE PROPERLY CARED FOR,

CLIENT MUST FOLLOW THE BELOW GUIDELINES:

- No fireworks, sparklers, oil lamps, glitter, confetti or confetti balloons allowed throughout entire property
- No candles. Battery operated candles only.
- NO nails, tacks, staples, duct/gorilla tape on the barn structure. (Consult with FT staff if you wish to hang décor)



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- No Vaping or Smoking (**only in the designated area**) ABSOLUTLEY NO SMOKING OR VAPING IN OR AROUND BUILDINGS
- Venue is not responsible for lost or stolen items
- Client clean up – sweep/vacuum loft flooring, trash removal (or you may pay a dumpster fee) and remove all decorations hung by CLIENT and anything brought by the Client by end of the event
- Client must provide Ice and disposable drinkware for beverages
- NO Glass bottles or drinkware.
- Any Music and Beverages must stop at 8:00 pm.
- Clean up and vacate the property at 9:00 pm.
- Special Event Liability Insurance (e.g., \$1 million liability policy) due 30 days before the event. (We will discuss this in further detail depending on the event)

OTHER INFORMATION:

- **Insurance:** In addition to the rental of the venue, we require that you take out a minimum \$1 million-dollar special Event Insurance policy for your event for any incidents. Coverage should consist of bodily injury, property damage and if your event hosts alcohol, the insurance needs to have liquor liability. This insurance covers the renter for any unexpected damage or injury. Make sure the rental date is within the policy and name Family Ties Event Barn llc as a Co-Insured on the event policy. This may be purchased through your local insurance company. A copy of this insurance policy is due 30 days prior to the event. FT is not liable for any of your rented equipment going missing.
- (insurance ranges from \$65-\$350)
- **Vendors:** FT Does not contract with any vendors, so you may hire any vendor for the event. We do have a list available of vendors in the area. FT is not liable for any issues that may arise with any vendor. We require obtaining a Certificate of Insurance (COI) from all your vendors who will be onsite. A copy of these is to be submitted to FT with your Event Insurance. Any catering providing food regardless of whether they will be onsite or not.
- **Pets:** As pet lovers ourselves, to ensure a clean venue, kept grounds, safety and comfort to all your guests, we do not permit guests to bring pets to the venue, on the grounds, or to be left in their vehicles.
- **Music:** Music ends by 8pm and the amplified music cannot go over 90dB. Please keep this in mind when you speak to your DJ or Band. There are apps for them to keep track, and FT will also keep track. If the music goes over 90dB, the DJ or Band will be asked to turn the music down for respect of our neighbors. We will only ask once. If this is violated again, FT will require music to end.
- **Lost items:** All items found left behind, not belonging to FT, will be sent home with the event hosts at the end of their event. If any items are found after the event, the host will be contacted and if the items are not picked up within 7 days, the items will be donated to the local donation center.



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- **Bugs:** Please keep in mind the barn is in the country and there are mosquitoes and ticks (depending on the time of the year) so we have no control over the bugs. Please bring bug spray and check for ticks after your event. FT will apply one application with natural granular mosquito repellent two days prior to the event. If you would like more days or extra applications, this will be the Clients' responsibility, or the Client can pay an extra \$50 per application of the granular repellent. Please remember depending on the severity of the Mosquitos, these applications do not take 100% of the mosquitoes and bugs away.
- **Children** must be always supervised due to our location and the historic items throughout the property and Barn. No climbing on any fencing, equipment, wagon wheels, etc. is allowed and children are not allowed in any buildings other than the loft of the barn, unless part of the wedding party as needed for getting ready and pictures.
- **Decorations:** Café lighting is strung throughout the loft along with back lighting in certain areas of the loft along with antique light fixtures. Two white vintage buffets are available for use. The historical antique items placed high on the walls or above storage areas may not be removed, unless approved by FT and removed from only a FT staff member. You can bring decorations for your tables, chairs, bar area and floor.

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

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

**Policies subject to change*