



Date of Event: \_\_\_\_\_

Event Title: \_\_\_\_\_

Rental Hours: \_\_\_\_\_

**Garten Marketplatz Perennial Farms  
2023 & 2024 HOURLY EVENT RENTAL CONTRACT**

This is a rental contract between Garten Marketplatz Perennial Farms, LLC (to be referred to as Garten Marketplatz or GM) and \_\_\_\_\_ (to be referred to as Client) for the use of the venue rental space.

**TERMS AND CONDITIONS**

**RENTAL RATES**

Rental fee includes access to and use of our beautiful gardens, pergola, use of our Carriage House event center, set up and tear down of tables and chairs for event, restroom facilities, miscellaneous food/gift tables, and event facilitation for the duration of the event. Only one event is booked at a time; you will not be sharing the facility with a second party unless both parties agree.

2022 & 2023 Event Rates

Classes (no size min/150 max)	\$15/person + \$25 garbage/recycling fee (\$100 minimum)
Extra Small Group (up to 15)	\$15/person + \$25 garbage/recycling fee (\$100 minimum)
Small Event (16-35 people)	\$150/hr + \$25 garbage/recycling fee (2 hour minimum)
Medium Event (36-60 people)	\$200/hr + \$50 garbage/recycling fee (2 hour minimum)
Large Event (61-90 people)	\$250/hr + \$100 garbage/recycling fee (3 hour minimum)
X-Large Event (91-150+ people)	\$350/hr + \$150 garbage/recycling fee (3 hour minimum) + \$500 damage deposit (refundable after event)

*\*A class is defined as a person making money in exchange for a course of instruction. (i.e., painting class, cookie decorating class etc.).*

**RESERVATIONS**

To reserve a date and time, Client must sign this agreement. In addition, Garten Marketplatz must receive a non-refundable, non-transferrable venue rental deposit of 50% at the time this contract is entered into. The remaining balance of the venue rental space is due no less than two months prior to the event to guarantee your rental. If your event falls within two months of the current date, the entire rental sum is due. All cancellations must be submitted in writing to the event coordinator. Garten Marketplatz accepts payments in the form of cash, credit card with 3% fee applied, or check payable to "Garten Marketplatz" and mailed to:

Garten Marketplatz  
5225 Co. Rd. 15 SW  
Byron, Minnesota 55920

\_\_\_\_\_ Initial(s)

**HOURS OF OPERATION & INDEMNIFICATION**

Rental rates include access to Garten Marketplatz for the allotted time of your event, including setup and cleanup time. If hosting bar service, liquor sales must end half an hour before the event ends. We ask that you clean up in a timely manner after the event has completed. Clean up consists of taking down any décor or personal items of the Client. Facility cleaning will be handled by the venue staff. If using an outside vendor for rental equipment, arrangements must be made by the Client to have all rental equipment (chairs, special decor, etc.) picked up and removed from the venue the same day as the event unless there is prior approval from event coordinator.

Client agrees to defend, indemnify, and hold owner, Garten Marketplatz, its business owners, employees, and its contracted vendors harmless of and from any liabilities, personal injuries, costs, penalties, or expenses to any attendee or third party, arising out of and /or resulting from the rental and use of the premises. Garden events come with the acceptance of the weather, whatever it may be, on the date of your event. Weather shall not release any rental party from its obligations and fees under the signed contract, and Garten Marketplatz shall not be liable for any damage that occurs related to weather conditions or Acts of God.

\_\_\_\_\_ Initial(s)

**SERVICES PROVIDED**

Staff: Garten Marketplatz will provide a venue coordinator or other staff to be on duty during the entire event. The venue coordinator and staff will set up the space and provide information and direction as needed to Client, guests, and vendors. Staff will also be attentive to the facility and will be available for questions or to respond to needs that may arise at any time.

Tables & Chairs: Such items are provided for up to 150 people and will be set up and taken down by Garten Marketplatz staff. Client must provide a layout/guideline for Garten Marketplatz staff if wanting tables/chair set up a particular way.

Parking: Ample parking is available Spring-Fall. Winter parking may be limited due to snowfall. Shuttles to transport your guests are welcomed. Parking must be in designated areas only. For events of more than 100 guests, Client is asked to designate at least two people to assist with the directing of traffic and parking cars.

\_\_\_\_\_ Initial(s)

**DECORATIONS**

Candles must be completely enclosed in a glass or non-flammable holder. The use of glitter, confetti, rice, or bird seed is prohibited in the facility and/or on the grounds unless prior approval by the event coordinator on how it will be used or contained. Sparklers may not be used inside our buildings, but may be used outside as long as they are fifteen (15) feet away from our buildings.

Anything left behind will be thrown away or become Garten Marketplatz’s property within seven (7) days of the event. A lost and found will be maintained and we will hold recovered items up to seven (7) days. Every attempt will be made to return any recovered items to its rightful owner.

\_\_\_\_\_ Initial(s)

**CATERING**

Food products are encouraged to come from a licensed and insured caterer or kitchen to eliminate the Client’s liability of food borne illnesses. Prepackaged food, restaurant food, and grocery store food is included in catered items. If hiring a caterer, all caterers working at Garten Marketplatz are required to have a valid Certificate of Insurance and Catering License on file with us. Please note that Garten Marketplatz does not provide dishes, glassware, pots, pans, knives, or utensils. Garten Marketplatz will not be held liable for any food distributed on our property.

\_\_\_\_\_ Initial(s)

**TOBACCO, DRUGS, AND ALCOHOL POLICY**

Client agrees to comply with all applicable County, State, and Federal laws and shall conduct no illegal act on the premises. Any company serving alcohol at Garten Marketplatz is required to have a valid Certificate of Insurance and appropriate Liquor License on file with us. Garten Marketplatz reserves the right to expel anyone who in its judgement is intoxicated or under the influence of alcohol or drugs, or who shall in any manner do or participate in any act jeopardizing the rights, use permit, or insurability of Garten Marketplatz or the safety of its staff, guests, or property.

Smoking is prohibited inside any building on Garten Marketplatz property and within fifteen (15) feet of any building. Cigarettes do not decompose; disposing of cigarettes on the ground is littering. Designated smoking areas with ash trays will be provided.

\_\_\_\_\_ Initial(s)

**MISCELLANEOUS POLICIES**

Client must give an approximate number of expected attendees two weeks prior to the event to allow us a plan for staffing needs.

Live animals, except for service animals and carriage horses, may not be brought onto the premises. Any exceptions must go through the event coordinator. Any animal waste must be cleaned up promptly by the animal’s owner. Waste removal fees will be charged to the client at our discretion. Clients and guests are restricted to the rental area(s) and may not enter areas marked ‘PRIVATE’ unless given permission by Garten Marketplatz staff. Outdoor amplified music can only be played for ceremonial purposes.

Please note: If you forget something, check with us. We may have a supply on hand.

\_\_\_\_\_ Initial(s)

