



Date of Event: _____ Event Title: _____

Garten Marketplatz Perennial Farms
2024-2025 WEDDING 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 use of our beautiful gardens, pergola, private rooms, set up and tear down of tables and chairs for ceremony and reception, restroom facilities, onsite parking, head table, 6’ gift table, cake table, and event facilitation for the duration of the day.

2024-2025 Event Rates

Sunday – Thursday: \$4,000 (10 hours, 10a.m. - 8 p.m.) *Includes 2 hour rehearsal

Friday: \$5,500 (15 hours, 9 a.m. - 12 a.m.) *Includes 2 hour rehearsal

Saturday: \$6,000 (15 hours, 9 a.m. - 12 a.m.) *Includes 2 hour rehearsal

Hourly Wedding-Only or Reception-Only: \$400/hr *Minimum of 2 hours, Excludes Saturdays June-September, no rehearsal included

Event garbage disposal: \$150

Damage deposit: \$500 (refundable after event)

Extended clean-up time after 12:00a.m.: \$100 per half-hour (taken out of Damage Deposit)

Holiday Weekends: Additional \$1,500 *When Available

Bussing Service (if not provided by client or caterer): \$250

Add-Ons *When Available*

Day Before Set-up: \$750 (4 hour block to schedule from 10 a.m.-8 p.m.)

Next Day Clean-up: \$750 (4 hour block during open hours)

Patio Heaters: \$200 (Includes use of all fire towers and tables, can add on closer to date of event)

Campfire Service: \$200 (Includes wood, lighting, feeding, tending, extinguishing - can add on closer to day of event)

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 **six (6) months** prior to the event to guarantee your rental. If your event falls within six 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 up to two (2) hours for rehearsal purposes during the week of the event. Availability of time frame may vary if an event is booked the day prior. Liquor sales and music must end one (1) hour before the event ends. Guests must be gone no later than 11:30 p.m. Cleanup must end by or before 12 a.m. (midnight) to avoid an overtime fee of \$100/half hour. Cleanup consists of taking down all décor or personal items of the client. Arrangements must be made by the client to have all rental equipment picked up and removed from the venue the same day as the event unless the client has purchased the “Next Day Clean-up” Add-On or there is prior approval from the 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 weddings come with the acceptance of the weather, whatever it may be, on the date of your wedding. While we cannot control the weather, in the event of rain we will offer whatever space is available for hosting 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 an events site-coordinator to be on duty during the entire event. This coordinator will set up the tables and chairs and provide information as needed to Client, guests, and vendors. Staff will also be attending to the building 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 for Garten Marketplatz staff. Additional tables and chairs may be rented from a rental company.

Parking: Ample parking is available Spring-Fall. Winter parking may be limited due to snowfall. Shuttles to transport your guests are welcomed. 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. These people should not be in the wedding party. Their assistance is required for the duration of the hour prior to the event. Parking must be in designated areas only. Unloading zone has a 15-minute maximum.

_____ Initial(s)

DECORATIONS

Candles must be completely enclosed in a glass or non-flammable holder. The use of glitter, metallic 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.

_____ Initial(s)

CATERING

All food products must come from a licensed and insured caterer. All caterers working at Garten Marketplatz are required to have a valid Certificate of Insurance and Catering License. Please note that Garten Marketplatz does not provide dishes, glassware, pots, pans, knives, or utensils. **If caterer does not provide bussing services, client is charged \$250 for GM staff to bus tables.**

_____ 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. If Garten Marketplatz must clean up cigarette butts from our grounds, removal fees will be charged against the damage deposit at our discretion. Designated smoking areas with ash trays will be provided.

_____ Initial(s)

MISCELLANEOUS POLICIES

Client must confirm number of expected attendees two weeks prior to the event.

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 against the damage deposit 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 during the ceremony.

Please note: If you forget something, check with us. We may have a supply on hand and will deduct the charge for these miscellaneous supplies from your damage deposit.

_____ Initial(s)

RESERVATIONS SELECTED

- \$ _____ Sunday—Thursday: \$4,000 (10 hours) & 2 hour rehearsal
- \$ _____ Friday & Saturday: \$6,000 (15 hours) & 2 hour rehearsal
- \$ _____ Holiday: \$1,500 Additional
- \$ _____ Day-before set-up: \$750 (4 hours)
- \$ _____ Next Day clean-up: \$750 (4 hours)
- \$ _____ Extended cleanup time past 12:00 a.m.: \$100/half-hour
- \$ 150 Event garbage disposal/recycling: \$150 (*Due with second half of payment*)
- \$ 500 Damage Deposit (*Due with second half of payment*)
- \$ _____ **Subtotal**
- Paying in Full Not paying in full

1st Payment: \$ _____ **Today's Date:** _____
2nd Payment \$ _____ **Due Date:** _____

Add-Ons (due no less than two (2) days prior to event)

- Patio Heaters \$200
- Campfire Service \$200
- Bussing Service \$250

Garten Marketplatz reserves the right to extinguish fires or cancel services as we see necessary due to weather/burning restrictions. If heaters and/or campfire services were paid for and never used, client will receive payment back in full. Client may not receive a partial payment refund for limited use of patio heaters or campfire service unless prior approval from event coordinator. In the unlikely event that Garten Marketplatz must terminate this agreement, all payment received shall be returned to the signing parties and no other damages may be sought.

By signing below, Client acknowledges that he/she has read and agrees to all above terms and conditions. This contract is not binding until both parties have signed and the deposit payment has cleared.

CLIENT(S)

 *Signature (Client 1) Main Contact

 Printed Name (Client 1)

 *Signature (Client 2)

 Printed Name (Client 2)

(_____) _____
 Phone Number(s)

 Main Contact's E-mail Address

 Main Contact's Mailing Address

 City, State, ZIP

 Date

GARTEN MARKETPLATZ PERENNIAL FARMS, LLC

 Signature (Event Coordinator)

Haylee Mae Brown
 Printed Name

507-226-2670 / 507-365-8891
 Phone Numbers (cell/business)

haymae33@gmail.com
 E-mail Address

5225 Co. Rd. 15 SW, Byron, MN 55920
 Address

 Date

Additional Signature requested by Garten Marketplatz (OPTIONAL)

I hereby grant permission to Garten Marketplatz to use photographs and/or video of me taken on my wedding day at Garten Marketplatz in publications, news releases, online, social media, and in other communications.

Name: _____ Date: _____

Name: _____ Date: _____

Thank you! We love to show off our beautiful couples!

Client Checklist - Tear off and Keep

Next Steps: You will meet with Haylee 2 weeks prior to wedding date to draw out the arrangement of the carriage house tables, chairs, location of cake table, gift table, and any other tables or special requests, as well as make final decision on location of ceremony and give final headcount. At this meeting you will also give Haylee all your vendor details. You are welcome to give any vendors Haylee's email and phone to coordinate for day-of.

• Haylee's Email: haymae33@gmail.com | Haylee's Cell (email is preferred): 507-226-2670

- 50% Non-refundable down payment \$ _____ | Date paid _____
- 50% Final Payment (due 6 months prior to event) \$ _____ | Due Date _____
- Have Caterer & bartender send License with proof of insurance to haymae33@gmail.com or mail to Garten Marketplatz 5225 Co Rd 15 SW Byron, MN 55920
- Make sure the caterer has bussing staff or designate a friend to this task - if none, add-on must be purchased.
- Add-Ons have been communicated with event coordinator and paid for no less than two (2) days prior to event. Patio Heaters \$200 | Campfire Service \$200 | Bussing Service \$250
- Designate two people to assist with the directing of traffic and parking cars if 100+ guests

Things to know!

-We have 16 round tables. Round tables are 5' and seat 8 guests = 128 guests. Additional rectangular (6') tables added if you have more than 128 guests. These seat 6-8.

-We have 15 rectangular tables to use for extras. Gifts, food, snacks, caterer, etc. These are also 6' tables.

-We have 1 highchair available.

-We have a projector.

-We have 3 sets of bean bag boards.