

Buena Vista c1840

A Beautiful and Historic Place for your Celebration!



Buena Vista is available for both indoor and outdoor Weddings, Anniversary and Birthday Parties, Baby Showers, Retirements, Corporate Events, Bridal Luncheons, Rehearsal Dinners, and Photo Shoots. Nestled alongside large Magnolia trees it is a step back in time!

Buena Vista Small Event Prices July 2021

Small event 5 Hour Rental (No Weddings)
Sunday- Thursday \$300.00 Deposit \$100.00
Friday – Saturday \$400.00 Deposit \$100.00

Photo Sessions \$50.00 per Hour

Square available for credit card payments

Don't see what you are looking for? Call for a quote 334.365.3690

Directions from Montgomery

31 N. (Birmingham highway), go over the Alabama River Bridge, take a left onto Co. Rd. 4. Buena Vista is located 2.4 miles down Co. Rd. 4 on the right.

We are 10 minutes from
The Day Street Gate of Maxwell Air force Base.

Coming from Montgomery on I-65, take Exit 179 (Prattville), turn left at the top of the ramp, turn left onto 82 (at the Lowe's store), turn left onto Hwy. 31 at the 2nd light, go about 3 miles, and turn right onto County. Rd. 4. Buena Vista is located 2.4 miles on County Rd 4 and will be on the right.

For more information contact the Buena Vista Director

334.365.3690
Buonavista@autaugahistory.org
Facebook
Buena Vista Then and Now

May we use, by your permission, pictures from your event
for our social media?

Circle one: Yes or No

Rental Policy

All events are to be scheduled through the Buena Vista Director.

She can be reached at Buena Vista 334 365 3690

E-mail: Buonavista@autaugahistory.org

Facebook: Buena Vista Then and Now

Reservations are on a first-come, first-serve basis.

A deposit must be received at the time of reserving a date for a function. The contract must be signed by both renter and the Buena Vista Director or an agent of the ACHA for a reservation to be considered valid.

Rental Fee must be paid one month before your event. There is a \$35.00 charge for all returned checks.

Cancellation of an event will cause the renter to lose deposit paid.

For functions canceled less than six weeks before the date of the function, the renter will be responsible for the full contracted rental fee amount. If the function is canceled more than six weeks, prior, all rental fees paid, less the deposit, will be refunded.

After the wedding, the Deposit will be refunded within two weeks provided there is no damage to the House or property. If damage has occurred, the renter will be contacted, and the deposit will be applied towards the cost of the repair. If the cost of repair exceeds the deposit, the renter will be responsible for the balance. The refund check will be mailed to the address provided by the renter, please make sure we have an up-to-date address!

Remember it is your responsibility to ensure the attached clean-up tasks are completed.

Buena Vista must be left the way it was when you arrived. There is a basic checklist included in this packet that all renters and caterers need to adhere to. **All items must be removed at the end of your event.**

If you have read and understood the above policies and agree to follow the guidelines as outlined by the Autauga County Heritage Association, please sign below and return to the ACHA office with your contract:

Renter:

Date: _____

Buena Vista Small Event Rental Contract

Event Date _____

Type of Event _____

Client's name _____

Client's address: _____

Home Phone: _____ Work Phone: _____ Cell: _____

Email address _____ - _____

Time of event _____ (includes set-up and clean-up)

Approximate number of guests: _____

Will alcohol be served? YES (See note below) NO

Alcohol use:

All events serving alcohol require a \$160.00 fee that is due with your rental fee. No Alcohol will be consumed on the premises **without prior agreement** and the presence of a licensed security guard. Alcohol is only allowed at the reception following the ceremony. No alcohol will be allowed in the dressing rooms or upstairs at any time. Failure to comply with these rules will result in the immediate loss of your deposit and the possible dismissal of your event.

I have read and respect the regulations of the Autauga County Heritage Association

Signature required _____

(CONTRACT CONTINUED)

RENTAL DEPOSIT: _____ **Deposit is due at the time of signing the contract.**

RENTAL FEE: _____ **Rental Fee must be paid one month before your event.**

ALCOHOL FEE: \$160 **The alcohol fee is paid along with the rental fee.**

You may pay with a credit card through Square or by check or cash.

Please read the following and sign:

In consideration of permission to use the premises, the renter agrees that such entry will be at his own risk and neither the ACHA, nor the officers, agents, or employees shall be liable, under any circumstances, for the death or personal injury to, loss or damage to the property of renter occurring on the premises of Buena Vista, or arising out of the exercises of the permission granted. In accepting such permission, the renter does hereby release, indemnify, hold harmless, and covenant not to sue the ACHA, officers, agents, and/or employees for any damage of whatever kind arising with the exercise of the permission granted herein. Should any damage occur to the house, the renter would be responsible for the cost of such damages over and beyond the deposit, which he/she shall forfeit. If any policies or any part of the agreement is broken, the renter agrees to forfeit the deposit.

Client/Renter:

Date:

Buena Vista Director:

Date:

Please make all checks payable to Autauga County Heritage Association.

All correspondence should be sent to:
Buena Vista Director
Autauga County Heritage Association
102 E. Main St.
Prattville, AL 36067

Rules and Fire Code Regulations

Please read and initial each of the following rules and Fire Code Regulations.

1. _____ Outside exits must not be blocked from the inside or outside of the house.
2. _____ No smoking inside of the house at any time.
3. _____ Candles may be used on the first floor and outside only. All surfaces must be protected from wax. Candles must be snuffed out with snuffers provided.
4. _____ Any kitchen items used must be cleaned and returned to their proper place.
5. _____ There is no ice maker at Buena Vista. Renters must bring bagged ice.
6. _____ The stove may be used for heating foods only.
7. _____ Outdoor restrooms are on a septic tank; please do not flush inappropriate items in the toilet. Please check the restrooms for any personal items left behind.
8. _____ Small pieces of furniture may be moved under the supervision of the Director, but must be replaced after the function.
9. _____ No rice, birdseed, confetti (paper or mylar), champagne poppers, or sparklers. No marshmallows or candy Sprinkles to be thrown. **Bubbles are the only items to be used.**
10. _____ No one is allowed in locked areas or on the third floor.
11. _____ Children are not allowed upstairs without adult supervision.
12. _____ **All items belonging to the renter must be removed from Buena Vista after the event is over. If the Buena Vista Director has to return the next day, there will be a \$50 fee.**
13. _____ NOTHING is to be placed on the piano at any time.
14. _____ No DJ's, bands, dancing, or loud music INSIDE of the house.
15. _____ All trash must be placed in the dumpster in the back yard after the event.
16. _____ Autauga County Heritage Association is not responsible for valuables left unattended (such as purses and bags). Please secure your valuables or leave them at home.
17. _____ All rented items must be outside of the house to be picked up by the rental Company.
18. _____ It is the responsibility of the renter to ensure all guests are aware and follow the rules and policies of the house.
19. _____ **No parking on the grounds directly behind the house. Parking in front of the house must be approved.**
20. _____ The items in the kitchen are not for the use of the renter. Please furnish all your containers serving dishes utensils etc.
21. _____ No alcohol may be brought onto the premises by yourselves or your guests without prior arrangement.

I have read and agree to follow the policies outlined in the agreement. I understand and agree to abide by the rules and codes as set forth by the Autauga County Heritage Association and agree to make these rules known to those assisting with my event including vendors, caterers, florists, and entertainment.

Renter _____ Date: _____

What is expected at the end of your function?

In contracting with Buena Vista, you are responsible for the following to the completed at the end of your function:

Kitchen

- _____ Remove all food items, dishes, boxes, etc. Check refrigerators and freezer.
- _____ Wipe down the tables, countertops, and appliances used.
- _____ Clean out the sinks and any food scraps left in drains.
- _____ Hang used dish rags and towels on the sink
- _____ Wipe up any spills in the refrigerators.
- _____ Empty all big trashcans. Take trash to the dumpster.
- _____ Sweep the floor.

If you are using a caterer, it is your responsibility to let them know about this list.

Double Parlor

- _____ Line chairs around the side of the room. Please DO NOT stack them.
- _____ Remove all items from the mantels and other decorations from the room.
- _____ Pick up any trash – cups, napkins, flowers, leaves, etc.

Dining Room

- _____ Remove all floral arrangements and food items.
- _____ Pick up dropped foods and wipe up any spills on the hardwood floor.
- _____ Throw away all trash.

Upstairs

- _____ Make sure all trash and all personal items are removed and all Buena Vista property is back in its place.

Miscellaneous

- _____ Replace any furniture that was moved back to its original place.
- _____ All rental equipment must be left outside of the house for pick-up. (ACHA is not responsible for theft of rental properties.)
- _____ All grounds must be free of trash, cans, floral items, etc. before leaving. Please check front and back porches also.

The house has been inspected and shown to have completed the above list.
Event Hostess:

Renter: _____

Date of event:
