



Palmer House Stable

an authentic rustic wedding venue

Wedding Venue Rental Agreement For 2026

A Family & Friends Rustic Boutique Wedding Venue
& Our Own Boutique Hotel is just a 3-minute walk.

Client 1 _____ Today's date _____

Address: _____

City: _____ State: _____ Zip: _____

Cell Phone Number: _____

Email Address: _____

Client 2 _____

Address: _____

City: _____ State: _____ Zip: _____

Cell Phone Number: _____

Email Address: _____

Event Date: _____

Access time: _____ Time of completion: _____

Your Rental Fee \$ _____

Estimated # of Guests: _____

Of The LITERARY Hotel Rooms that you think you might need: _____

We have 11 rooms sleeping 33 people.

Payment Options at time of booking your date.

- **Option #1:** Pay the entire amount and get it out of the way at the time of booking your date and the Rental Agreement being signed and take a 2.5% discount.
- **Option #2:**
Make your 1st payment of 30% of the total rental fee at the time of booking your date and the Rental Agreement being signed.

Then Pay the Balance due after the 1st payment with 6 Equal monthly payments 0% interest and paid in full 30 days prior to your event date.

Rental Fee \$_____

30% 1st payment of \$_____

Balance \$_____ Event Date: _____

2nd payment of \$_____ Date Due: _____

3rd payment of \$_____ Date Due: _____

4th payment of \$_____ Date Due: _____

5th payment of \$_____ Date Due: _____

6th payment of \$_____ Date Due: _____

7th payment of \$_____ Date Due: _____

Ways to Pay

- Prefer Venmo payment method: Cell # **319 400 2908** or username **@AL-WELLS**



Look for Pandas

1. Cash
2. Credit Card.
3. Checks should be made payable to: UPTOWN MAIN LLC
(Please note the event date on the memo section of the check)

All mailings should go to: UPTOWN MAIN LLC 200 East Main Street Solon, IA 52333

For Personal Attention, Day of Assistance & Event Design
MICHELE HAEGE 612.999.5431 michelehaege@gmail.com
Prices range from \$650-\$2500 depending on your wants.

The Clients will be afforded the opportunity to extend the hours of the event on the day of the event, provided all the terms and conditions of the Rental Agreement are met and there are no scheduling conflicts.

EFFECTIVE DATE: The effective date of this Rental Agreement is the date Palmer House Stable receives the signed contract, and a payment is received.

CANCELLATION POLICY: If you elect not to hold your event on the date in this rental agreement refunds are not available. We will work with you on selecting an alternate available date that will work for you. Once you have chosen an alternative date, we will amend the rental agreement to reflect this change of date, and your previously scheduled date will be made available for other potential guests. No fees will be charged for selecting a new date and releasing the date selected on the original rental agreement.

NON-ASSIGNMENT: The Clients will not assign, transfer, or sublet this Rental Agreement or its right, title, or interest therein without The Palmer House Stable prior written approval, which is subject to The Palmer House Stable sole discretion.

INSURANCE REQUIREMENTS:

For all events that take place I will need a **Certificate of Insurance** listing my entities as **Uptown Main LLC. and Palmer House Stable** as Additional Insured. This is normally extended from your Homeowners Policy or a Special Events Policy.

- Each event should provide a Certificate of Liability. It should include General Liability and Liquor Liability.
- I need to be listed on your Homeowners Policy or Special Events Policy (and shown on the certificate) as an Additional Insured.

Ways to Insure:

1. **Using your Homeowners Policy.** Homeowners insurance or renters' insurance typically provides some liquor liability coverage, but limits are usually either: \$100,000, \$300,000 or \$500,000 depending on your unique policy. In a lawsuit where damages could run to the millions, these limits won't suffice.

2. **General Liability and Special Events Liquor Liability.** IF you do not want to risk your personal homeowner policy

Most people prefer not to risk their personal homeowner policy to cover a large group of people drinking and leaving your event. A homeowner will not be able to track the number of drinks served to everyone, leaving them vulnerable to intoxicated people *leaving the event* and causing bodily injury or property damage to others.

- Please contact your insurance agent.
- A copy of the **Certificate of Insurance** listing my entities as **Additional Insured** is due 30 days before the event.

Uptown Main LLC. and Palmer House Stable
200 East Main Street
Solon, IA 52333

- Email to al@palmerhousestable.net

The Clients may choose to bring in their own food and beverage service or hire a cater company of their own choice. Please notify us in writing of all the vendors you plan to use 30 days prior to the event.

*IF you choose to cook onsite an additional \$200 is assessed for cleanup.

The Clients and all guests shall obey all policies of local, state, and federal laws, regulations, and ordinances while on The Palmer House Stable. The Clients and the Clients guests shall not create a nuisance while at The Palmer House Stable. The Clients and the Clients' guests shall exercise due care in the treatment of the real and personal property of the facility and shall not maliciously or negligently damage or destroy such property. Palmer House Stable reserves the right to eject any individual violating this provision or cancel the event and eject all people from The Palmer House Stable property. The Clients hereby waive all rights and claims for damages or compensation from The Palmer House Stable for such ejection.

The Clients agree to be responsible for all damage to The Palmer House Stable or any other part of The Palmer House Stable property caused by the Clients, his/her guest, invitees, employees, independent contractors, or other agents under the Clients control. The Palmer House Stable will not assume or accept responsibility for damage or loss of any merchandise or articles left on campus prior to, during or following the Clients' function.

The Clients agree to indemnify, defend, and hold harmless The Palmer House Stable, Al Wells and the City of Solon from all demands, claims, suits, actions, or liabilities, resulting from injuries or death to any

persons or loss to any property, regardless of the cause of incident, caused by or occurring because of the event or other use of The Palmer House Stable during the period covered by this agreement.

This Rental Agreement shall be interpreted in accordance with the laws of the State of Iowa and by execution of this Rental Agreement, all parties hereby submit to the exclusive jurisdiction of the Courts of this State. Should The Palmer House Stable commence suit against the Clients under the terms of this Rental Agreement because of the breach thereof, Client agrees to pay The Palmer House Stable reasonable attorneys' fees, cost, and expenses.

Prohibited:

- 1. No glitter, loose sparkles, fake flower petals.
- 2. No tape to be used on the floor or walls please notify your vendors.
- 3. No attaching anything to the painted drywall surfaces at all.
- 4. **No Smoking allowed** anywhere on Palmer House Stable Property or on the sidewalk abutting the Stable Property. **All Smoking** should be across Main Street on the corners.
- 5. No kegs allowed, only cans and bottles of beer permitted without permission.
- 6. DO NOT invite people not on your guest list onto the property.
- 7. If the Hay Loft is used:
 - Children must always be accompanied by parents.
 - The main door must be locked from the time of ceremony until leaving at 8 pm.
 - Access to the Get Ready room is 9 am and leave by 8 pm that same day.
- 8. **No Alcoholic beverages on the city sidewalk.**
Violators may be asked to leave, and the event may be shut down at the owner's discretion.

This Rental Agreement will be binding upon both client and Palmer House Stable signatures by mutual agreement along with receipt of the event fee.

AS ACCEPTED AND EXECUTED:

Client 1: Printed Name on Rental Agreement

DATE

Client 1: Signature on Rental Agreement

DATE

Client 2: Printed Name on Rental Agreement

DATE

Client 2: Signature on Contract

DATE

UPTOWN MAIN LLC, Al Wells
PALMER HOUSE STABLE

RELEASE AND HOLD HARMLESS AGREEMENT

Date of Event: _____

Client 1 _____

Client 2 _____

(Persons on the Contract)

We understand that our participation and/or involvement in a **WEDDING** and that it carries, with it the potential for certain risks, some of which may not be reasonably foreseeable.

We further acknowledge that these risks could cause me, or others around us, harm, including, but not limited to, bodily injury, damage to property, emotional distress, or death.

We are willing participants in a **WEDDING**.

By signing this agreement, we agree to release, indemnify, and hold harmless PLACE PARTNERS LLC. (Legal entity and Owner of THE PALMER HOUSE STABLE), AI Wells, and the City of Solon as well as all their employees, agents, representatives, successors, etc. associated with The PALMER HOUSE STABLE from all losses, claims, theft, demands, liabilities, causes of action, or expenses, known or unknown, arising out of our (participation in, attendance at, etc.) (Activity, event, program, etc.).

DATE _____

Client 1: Signature on Rental Agreement

DATE _____

Client 2: Signature on Rental Agreement

DATE _____

UPTOWN MAIN LLC, AI Wells
PALMER HOUSE STABLE

Departure Check List

Thank you for selecting The Palmer House Stable (PHS) we want to do whatever it takes to make your event a success and we appreciate your help when departing.

IF the Hay Loft was used only as "Get Ready"

9am to 8 pm Saturday Weddings

Noon to 8 pm Sunday Weddings

This pertains to both lofts if used just for getting ready.

- _____ Access at 9 am the day of the ceremony (Sunday 12 noon). The Hay Loft should be vacated, and all personal belongings removed by 8 pm the day of your event. This is to ensure that excessive drinking and partying is minimized.
- _____ Children are not allowed in the loft.
Except if they are in the wedding party and getting dressed or having their hair done. (We have had children that were left unattended tumble down the steps)
- _____ The Hayloft Entry door must be locked from the start of the ceremony until vacated at 8 pm.
- _____ The get ready room is just that, it is not to be used by anyone not in the immediate wedding party.
- _____ Please put furniture, tables, and chairs back where they were originally.
- _____ Dirty glasses and dishes leave in the sink.
- _____ Any towels used please put by the washer/dryer.

#1 Client Initial

#2 Client Initial

Cleanup Checklist

Thank you for selecting The Palmer House Stable (PHS) we want to do whatever it takes to make your event a success and prepare the property for the next couple.

If the Hay Loft was slept in cleaning procedure:

Please Check off each item as they are completed prior to leaving the property.

- _____ Any pillows used please remove the pillowcases along with any sheets that were slept on and drop off by the washer/dryer. Otherwise, we have no idea if a bed was slept in.
- _____ Any towels used please place them on the floor next to the washer/dryer.
- _____ A renter utilizing the kitchen for cooking please Follow typical kitchen-cleaning procedures.
- _____ Put all furniture back where you found it if it has been moved.
- _____ Refrigerator emptied of everything.
- _____ All items brought into the building including food, and containers must be removed during cleanup.
- _____ There are extra-large garbage bags in the pantry for excess garbage.
We will sweep the floors thanks for helping.

Cleanup Procedures for the Main Level, Lower Level, Terrace, and grounds.

_____ **(Main Level)** Just clear your items from this level. We will put tables and chairs away.

_____ **(Lower Level)** Just clear your items from this level. We will put tables and chairs away.

_____ **(Terrace)** Red chairs if used please make 2 even stacks towards the street SE corner terrace.

_____ If you use white chairs on the terrace, please find a cart and lay flat.

50 chairs per cart (About 5' 10" high),

All 3 carts in the lower level in the kitchen.

_____ A renter utilizing kitchen facilities should follow typical kitchen-cleaning procedures.

_____ Refrigerator emptied and wiped out if there is spillage.

_____ If the range was used, please clean the surfaces.

To empty a garbage can please take the garbage can outside of the building and *do not pull the bag out of the can inside the building*. Bags leak and people slip and fall. Remove the bag tie the end and place in the red large dumpster.

_____ All items brought into the building including food, containers, decorations, and props must be removed upon the completion of the event.

_____ The 3 beverage troughs need to be emptied of all beverages and drained and all 4 placed in the lower level. Please drain the water and ice in the **GRASSY AREAS ONLY** **Not** in the Mulch in front or in back.

During the signing of the contract, we acknowledge and have read the "Cleanup Procedures" above and agree by our signatures below.

_____ DATE _____

Client 1: Signature on Rental Agreement

_____ DATE _____

Client 2: Signature on Rental Agreement

_____ DATE _____

UPTOWN MAIN LLC,
PALMER HOUSE STABLE

Al Wells

Palmer House Stable

an authentic rustic wedding venue

200 East Main Street Solon, IA 52333

Al Wells 319.400.2908 al@palmerhousestable.net

Amelia Worrell 512.574.5101 amelia@palmerhousestable.net



LGBTQ+ friendly