

# BUTTE STAR RANCH

## Event Contract

### MANAGERS COPY

- ◇ **Venue Fee Total: \$2000.00** up to 150 guests. Additional guests \$10 per head. Half down to reserve.
- ◇ **Reservation Payment: \$1000.00** non-refundable and paid at the signing of the contract.

The following are due 90 days prior to event:

- ◇ **Venue Fee Balance: \$1000.00** non-refundable
- ◇ **Security Deposit: \$700.00** refundable after walk-through.
- ◇ **1-Day Binder Insurance Event Policy:** Renters responsibility.

All ALCOHOL and MUSIC must be shut down by **10:00 pm**. Everyone is to depart the property by 11:00pm. Clean up is to be completed by 12:00 (noon) the following day or security deposit will be forfeited, unless prior arrangements are made between the parties. **The charge is \$100.00 per Half-Hour .**

**Party Name:** \_\_\_\_\_

Event Date: \_\_\_\_\_ / \_\_\_\_\_ / 20\_\_\_\_\_

Event Time: \_\_\_\_\_ # of Guests: \_\_\_\_\_

Amount Paid: \$ \_\_\_\_\_ Balance: \$ \_\_\_\_\_

**Balance . Security Deposit . Insurance** **Due by:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

This agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

between Butte Star Ranch and

\_\_\_\_\_  
(hereinafter referred to) Renter.

It is mutually agreed that Butte Star Ranch will provide and Renter will accept, for the services hereinafter described, the rental of: wood barn, horseshoe lounge, grass area in front of blue barn, grass area adjacent to wood barn, bridal cottage, restrooms, parking lots i.e. ball field and gravel area adjacent to outdoor arena and wooden barn.

**Read and Initial the following:**

**Services:** \_\_\_\_\_ I did receive a copy of cleaning list for venue: \_\_\_\_\_

Butte Star Ranch agrees to provide facilities as stated within this agreement. Renter shall be responsible for damages to facility or equipment caused by persons attending event.

**Overtime and Security Deposit:** \_\_\_\_\_

**No overtime is allowed.** If Renter exceeds times in contract, Renter will be charged \$100/half hour. Renter may start setting up the day prior to the event from 7am-10pm. Physical and/or verbal violence will cause loss of total deposit. **Security deposit is due 90 days prior to event.**

**Restricted Areas:** \_\_\_\_\_

Horse pastures, arenas, equipment area, ranch shop, hay and shaving barns, livestock barns, and all posted areas day of event.

**Children:** \_\_\_\_\_

All children under the age of 14 need to be under adult supervision at all times. If children are unsupervised security deposit can be deducted for damages to property. Safety is a primary issue for all parties. All children are considered paying guests.

**Insurance:** \_\_\_\_\_

Renter must provide Butte Star Ranch proof of Insurance in the form of homeowner's policy or 1 day binder. Renter must acquire additional insurance. Renter must present copy of a release and hold harmless, or an HQ4 functional insurance policy from their homeowner's insurance company with a minimum of \$1,000,000.00 coverage listing **Joseph, Rebecca, Jerry and Amanda Handy** as additionally insured on the certificate, **90 days prior to event.**

**Alcohol:** \_\_\_\_\_

**No hard alcohol is allowed or will be tolerated;** Beer, Wine, and Champagne only. **No alcohol** is to be consumed at wedding rehearsal or prior to completion of the wedding ceremony. No guests are allowed to bring their own alcohol onto Butte Star Ranch grounds. **If hard alcohol is seen or found on the property the security deposit will be forfeited completely.**

**BUTTE STAR RANCH RESERVES THE RIGHT TO CANCEL THE EVENT IF PAYMENTS ARE NOT MADE ON STATED DATES OR EVENTS OCCUR BEYOND THE CONTROL OF BUTTE STAR RANCH. ANY CHANGES IN PAYMENT OF FEES MUST BE AUTHORIZED BY BUTTE STAR RANCH IN ADVANCE.**

The terms and conditions on the face hereby bind us, the undersigned, hereof.

\_\_\_\_\_  
Print Renter Name (\_\_\_\_\_) Phone

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State Zip Email

\_\_\_\_\_/\_\_\_\_\_/20\_\_\_\_\_  
Signature of Renter Date Signed

\_\_\_\_\_/\_\_\_\_\_/20\_\_\_\_\_  
Signature of Butte Star Ranch Date Signed

# BUTTE STAR RANCH

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## CLEANING CHECKLIST

### Main Barn Area:

All trash picked up & all nails/staples (if used) pulled out. No broken or cracked boards. All rentals (tables, chairs, etc.) stacked nicely.

### Lawn:

All trash picked up, no holes or burn marks in grass, no cigarettes left on ground. All rentals (tables, chairs, etc.) off lawn.

### Horseshoe Lounge:

All trashed picked up. No cans or bottles left around. No burn holes in wood. No cracked boards or spills on floor or counters. No burns or rips on furniture.

### Play Area:

No broken or cracked swings or broken parts on play structure. No bottles, cans or trash left around.

### Bridal Cottage:

Sweep floors, mop up any spills, wipe down counter tops, sinks & shower (if used), straighten couch & chair covers. Make sure bed was not slept on.

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## MANAGER ONLY

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Name of Party: \_\_\_\_\_

REFUND OWED: \$ \_\_\_\_\_ In-Full / Deductions: \$ \_\_\_\_\_

Reasons for deductions and or notes:

\_\_\_\_\_  
\_\_\_\_\_

Butte Star Ranch Signature: \_\_\_\_\_