

Old Church Chapel 5420 NW 190th Street Orange Lake, Florida

352-591-1374

www.oldchurchchapel.com

oldchurchchapel@gmail.com

EVENT CONTRACT

This contract defines the terms and conditions under which Old Church Chapel and _____ (hereafter referred to as the CLIENT) agree to the CLIENTS use of the Old Church Chapels facilities on _____ (event date). This contract constitutes the entire agreement between the parties and becomes binding upon the signature of both parties. The contract may not be amended or changed unless executed in writing and signed by the Old Church Chapel and the CLIENT.

CLIENT Information:

CLIENT

Name(s): _____

Address: _____

Telephone #: (H) _____ (C) _____ (W) _____

E-Mail Address: _____

Proposed Event: _____

Approximate Number of Guests: _____ (70 Maximum)

Officiant Needed? (check one): Yes No

Musician or Recorded Music?: _____

Reception Venue Selected: _____

Package Choice: (Please see bottom of Contract for explanation of package choices)

Wedding \$1000 Pop in Wedding \$500 4 Hour Event \$1000

Custom _____

Additional Services: _____

Facilities and Services Provided by the Old Church Chapel: The Old Church Chapel will provide the facilities and services described in this contract on the event date noted above for the allotted time and package chosen above. All other services, facilities and arrangements for services shall be the responsibility of the CLIENT and managed through a separate agreement other vendors and service providers. Old Church Chapel will provide the following for every event (additional services and items available per package selection).

Parking for up to 40 cars.

Use of at least one bathroom

Exclusive use of the Old Church Chapel and Grounds

Space for one 20 x 20 foot catering tent

Deposits and Payment Agreements:

To reserve the Old Church Chapel for the services and date requested on this contract. The Old Church Chapel requires this contract to be signed by both parties and an initial deposit of 20% of the total amount. Payment of remaining balance of the rental fee is due sixty (60) days in advance of the event + a \$150 security/cleaning deposit (for cleanup above and beyond the basics, including but not limited to Garbage, flowers, decorations rental items etc. left from CLIENT, there guests, other service providers, alcohol beverage, make up or nail polish stains, damage to landscaping, grounds, buildings or church items provided for event, in the event of extensive damage or gross negligence above and beyond \$150 security and cleaning deposit Old Church Chapel refers CLIENT to the Responsibility and Security portion of the contract). If reservations are made within 60 days of the event the total package amount + \$150 cleaning fee is due upon registration.

Approved Reception Venues and Catering Services Close to Old Church Chapel:

Reception: (CLIENT may select any reception venue or catering service for the reception or event referred to in this rental contract).

20 x 20 foot catering tent on Old Church Chapel grounds (CLIENT must procure and pay for the rental and the set up and break down of the tent and will be taken into consideration for refund of the cleaning deposit)

Antonio's Italian

McIntosh Civic Center

Grand Lake Clubhouse

Open Gate Retreat Center (Max 30ppl)

Caterers:

Pearls BBQ

Antonio's

Open Gate

Blue Highway

Music and Entertainment: The proximity of local residences to the Old Church Chapel is such that venue sounds, specifically sound related to music, must be kept below certain levels. All music must end by 9:30 PM.

Cancellation Policy: In the unlikely event the CLIENT should cancel all deposits are nonrefundable. In the event of a cancellation within 60 days of the day of the event all final payments and deposits are nonrefundable. If Old Church Chapel is able to rebook a comparable event on the scheduled date 50% of the total payments made by the CLIENT minus the cleaning/security deposit will be refunded to CLIENT. The Old Church Chapel shall have the right to terminate this contract if the CLIENT fails to meet or violates any terms of the contract, in which case the provisions of this cancellation policy also apply. The CLIENT shall not assign or sub-lease any terms, conditions or services contained in this contract or any interest therein without the written consent of the Old Church Place.

Alcoholic Beverages:

As the host of a private party, the CLIENT acknowledges responsibility for the proper and lawful consumption of alcoholic beverages at the Old Church Chapel during the duration of the event described in this contract. Alcoholic beverages will be purchased and served through an approved catering service only. The catering service and its agent will exercise due care in serving alcoholic beverages and will refuse service to anyone appearing to be under the age of 21 or any person that appears to be intoxicated. Identification and proof of age will be requested from any person that appears to be under 21 years of age. Alcoholic beverages will be removed from anyone believed to be a minor or intoxicated. The catering service or its agent will provide will provide all alcoholic beverages consumed in accordance with the laws and regulations of the State of Florida. The alcoholic beverage service will end no later that 9:30PM, The CLIENT agrees to fully cooperate and assist Old Church Chapel, the catering service and its agent

in enforcing the laws of the State of Florida and the policies of the Old Church Chapel regarding the consumption of alcoholic beverages.

Responsibility and Security: The Old Church Chapel does not accept any responsibility for damage to or loss of any articles or property left at Old Church Chapel prior to, during or after the event. The CLIENT agrees to be responsible for any damage done to the Old Church Chapel by the CLIENT, his/her guests, invitees, employees or other agents under the CLIENTS control. Further the Old Church Chapel shall not be liable for any loss, damage or injury of any kind or character to any person or property caused by or arising from any act or omission of the CLIENT, or any of his guests, invitees, employees or other agents from any accident or causality occasioned by the failure of the CLIENT to maintain the premises in a safe condition arising from any other cause. The CLIENT as a material part of the consideration of this agreement, hereby waives on its behalf all claims and demands against the Old Church Chapel for any such loss, damage or injury of the CLIENT, and hereby agrees to indemnify and hold the Old Church Chapel free and harmless for all liability for any such loss, damage or injury to other persons, and from all costs and expenses arising there from, including but not limited to Attorney fees.

Contract Signature: This contract constitutes the entire agreement between the Old Church Chapel and the CLIENT and becomes binding upon both parties when signed.

Package Choice: _____

Additional Services: _____

SubTotal: _____

20% Deposit package and additional services: _____

Cleaning/Security Deposit: _____

Balance and Date Due: _____

The CLIENT:

Name: _____

Signature: _____

Date: _____

Old Church Chapel:

Name: _____

Signature: _____

Date: _____

Event Package Selections

Full Wedding Package \$1000:

4 Hours rental of Old Church Chapel (can be split to include set up and rehearsal)

Full functioning Apartment(s) for pre ceremony preparations.

House Sound System

Parking for up to 40 cars

Exclusive use of Old Church Chapel and Grounds

At least two bathrooms for guests

Pop in Wedding \$500:

10 People or less

2 Hour rental of Old Church Chapel

Parking for up to 40 cars

At least one bathroom for you and your guests

4 Hour Reception or Event Package \$1000:

4 Hours rental of Old Church Chapel Grounds for Reception

Full functioning Apartment(s) (for pre or during event)

House Sound System (in Chapel only)

Parking for up to 40 cars

At least one bathroom for guests

Space for one 20 x 20 foot catering tent

Custom :

Have a unique situation or function that needs to be customized? Please explain below and we will tailor fit a package just right for you and your guests.

Additional Services:

Officiant \$200 (or bring your own):

Additional Rehearsal Time:

\$100 per hour either day/night before or day of ceremony.