



## RENTAL SITE CONTRACT

A non-refundable deposit of 50% is due at time of reservation and the balance is due 30 days prior to the event.

A refundable cleaning deposit of \$300.00 is due 30 days prior to the event and is returned to client after clean up is completed to satisfaction. Requirements for deposit return: All trash, cigarette butts, bottle caps and additional litter on the grounds, in the garden area or in the various parking areas has to be deposited in receptacles provided.

Please obtain a general liability policy with a certificate of insurance listing Flying Diamond Livestock LLC dba The Gardens at Flying Diamond Ranch as an additional insured for \$1,000,000.00. I recommend calling Becky or Astride at Cammack-Kingsley Ins. 1-800-769-1031. This typically costs \$95.00 to obtain. Must be provided 30 days prior to the event.

No hard liquor allowed: only beer, wine and champagne. All alcoholic beverages must be served by a licensed beverage server and a copy of the servers' license must be provided 30 days prior to the event. If this is not provided alcohol will not be allowed.

No confetti, bird seed, rice, dissolving rice or metallic pieces may be used at any time. All rose petals have to be picked off the lawn.

Rental of the location includes use of the gardens within the white vinyl fenced area, the parking lot in the field and additional parking for caterer, DJ, florist and photographers near house, access to the cottage until the ceremony begins, use of 2—18x30 tents, 1—18x20 tent (only put up if rain is threatening) a metal gazebo for gift table, 2 metal pergolas for cake table & bar table, a 17x20 foot dance floor decorated with lights & lanterns, white wooden arch, bonfire and firewood, horse shoe pits and restrooms, use of 2 refrigerators and area to store items for the weekend, 2 outdoor propane heaters, trash cans and liners.

### SATURDAY WEDDING

Friday Rehearsal/Set Up 4:00 pm-7:00pm

Facility Hours : Saturday Wedding 9:00 am-11:00 pm

Sunday Clean Up 7:00 am—10:00 am

### SUNDAY WEDDING

Sunday Wedding 12:00 pm—11:00 pm

Monday Clean Up 7:00 am—10:00 am

Clean up consists of getting all the trash into the provided trash cans and then stacking the bags on the South side of the house, near the storage room. That includes rose petals, lemon wedges, wrappers and cigarette buds.

All rentals, florists, catering, etc. set up, deliveries or pick up must be done within the facility hours scheduled. Exceptions may be arranged prior to the event.

Music must be turned off by 10:30 pm and the Gardens closed down by 11:00 pm.

All events must adhere to the scheduled hours; this includes set up and clean up. If events run into additional time, a minimum of one hour will automatically be charged at the rate of \$150.00 per hour.

Valet parking will not be provided. Please assign someone to direct your guest parking. Nor do we provide china, silver, photography, cleanup, catering or music.

We provide outdoor ashtrays and ask that the guests not throw their cigarette butts on the ground.

Renters assume all responsibility for any damages done to the buildings or grounds. Full replacement or repair charges will be the renter's responsibility.

We are not responsible or liable for any renter or guest items that are lost, stolen or damaged. Nothing may be removed from the Gardens. An inventory is done and replacement charges will be the responsibility of the renters.

Children must be watched over closely and must be kept out of the garden beds and kept from swinging on the dance floor poles. We will not be responsible for medical costs if children are hurt. Renters will assume any and all costs associated with any medical damages to guests or renters that occur on the property.

Pets are not welcome at the events, with the exception of Seeing Eye Dogs and pre-arranged dogs in weddings.

We may request that guests leave the grounds at any time if issues and/or concerns arise.

I/we agree that we have read this entire contract and completely understand it in its entirety and agree to everything in its contents. We will agree to abide by every rule put forth in this contract. Absolutely no refunds will be made for event cancellations.

Today's Date \_\_\_\_\_ Event Date \_\_\_\_\_

Renter's Signature \_\_\_\_\_ Renter's Printed Name \_\_\_\_\_

SATURDAY WEDDING

SUNDAY WEDDING

Friday Rehearsal/Set Up 4:00 pm to 7:00 pm  
Saturday wedding and reception from 9:00 am to 11:00 pm.  
Clean up completed by 10:00 am Sunday

Sunday wedding and reception from 12:00 pm to 11:00 pm  
Clean up completed by 10:00 am Monday

\$2500.00 \_\_\_\_\_

\$1500 \_\_\_\_\_

50% To hold date: \_\_\_\_\_ Balance due 30 days prior to event: \_\_\_\_\_

Date of event: \_\_\_\_\_ Estimated time of wedding ceremony: \_\_\_\_\_

Estimated number of guests: \_\_\_\_\_ Will alcohol be served? \_\_\_\_\_

Bride's Name : \_\_\_\_\_

Bride's Home Number: \_\_\_\_\_ Bride's Work Number: \_\_\_\_\_

Groom's Name: \_\_\_\_\_

Groom's Home Number: \_\_\_\_\_ Groom's Work Number: \_\_\_\_\_

Mother & Father of the Bride \_\_\_\_\_

Home Phone Number: \_\_\_\_\_

Wedding Coordinator: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Please send all correspondence to:

Kelly Brown  
4691 SW Helmholtz Way  
Redmond, OR 97756  
541-504-1439 or 541-815-1607  
[www.flyingdiamondgardens.com](http://www.flyingdiamondgardens.com)