



Thank you for choosing Charlton Ranch for your big day! We believe in offering affordable prices and flexibility to make planning the wedding of your dreams as easy as possible.

Here is what we offer:

- Full Access to The Red Barn and event grounds
- Freedom to design your own layout and timeline
- Reception tables and chairs for up to 100 people
- Optional Rehearsal Package

Over the next few steps you'll read over the sample contract, schedule a day and time to take a tour of the grounds, and meet the owners of Charlton Ranch. To proceed after tour with booking Charlton Ranch you will be given a copy of the contract to review and sign, give us some initial details about your plans, and make your non-refundable down payment to hold your date! Below is the contract which outlines what we offer and our pricing.

Thank you,

*Ronda Charlton*

916.475.3012

events@charltonranch.net

# Client Contract & Agreement

This Wedding contract is made effective as of date; \_\_\_\_\_ by and between Charlton Ranch, at 5535 Marysville Rd Browns Valley, Ca 95918; and Bride \_\_\_\_\_ & Groom \_\_\_\_\_ in City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

WHEREAS, Client desires to rent the CRV for the purpose of holding a wedding ceremony and/or reception; and will be referred to as "client" or "wedding party."

WHEREAS Charlton Ranch desires to rent the Venue to Client for such purpose, subject to the terms and conditions hereinafter set forth, and will be referred to as CRV.

THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

## 1. Venue Rental:

- CRV agrees to rent to the Client, and Client agrees to rent from CRV the Barn and allocated event grounds. Located at 5535 Marysville Rd Browns Valley, Ca 95918 for the wedding ceremony and/or reception to be held on Event Date:

- The rental period shall commence at Start Time: \_\_\_\_\_ and conclude at End Time: \_\_\_\_\_ on the Event Date. This includes setup and teardown time.

- Any extension of the rental period must be approved in writing by CRV and will be subject to an additional \$100 per hour.

## 2. Rental Fee and Payment Schedule:

- The total rental fee for the Venue is \_\_\_\_\_.
- A non-refundable deposit of 50% is due upon signing this Contract.
- The remaining balance (and any additional services selected) is due in full 90 days prior to your event date.
- If the event is booked within 90 days, then the Venue Rental Fees are due in full when the contract is signed.

- Payments can be made on the balance at any time prior to the due date. Payment methods include Cash, Check (must clear by due date), Bank Transfer, Zelle and Venmo.
- A late payment fee of \$10 per day will be charged for any payments received after the due date.

### 3. Services Provided by Venue:

- Reception/ceremony tables and chairs for up to 100 people are included. This includes 200 white folding chairs, and 10 Round Tables.
- For an additional \$200 you can add a basic table setting package which includes 10 white tablecloths, plates, bowls, white napkins, water goblets, and silverware for up to 100 people. If you choose to provide your own, or need special colored tablecloths, runners, or place settings, this will solely be the responsibility of the client. Including clean up and return.
- Restrooms are available.
- Two get ready spaces will be provided for the bride and groom.
- A rehearsal dinner package can be added for use of the grounds the evening before the event date for an additional \$300 for up to 3 hours and 35 guests. A 4-table set up will be provided
- A water package can be added for the day of the event, which includes water and ice for up to 100 guests for \$100. All other services and beverages are to be provided by the wedding party.
- 30 Days prior to the event CRV will meet with the Wedding Party to finalize details, including vendors, guest count, event layout, timeline, event closing and cleanup checklist.

### 4. Client Responsibilities:

- Client is responsible for obtaining a day of wedding coordinator. Please submit wedding coordinator information to CRV no later than 14 days prior to the event.
- Client is responsible for obtaining event insurance, including hosted liquor coverage.
- Client is responsible for providing Venue with a final guest count no later than 30 days prior to the event date.
- Client is responsible for any damage to the Venue caused by Client, Client's guests, or Client's vendors.
- Client must provide vendor names and contact information by 30 days prior to event date.

- Client is responsible for the conduct of their guests, including children who must be always supervised.
- Client will remove all personal belongings and decorations at the end of the contracted time.
- Client is responsible for all outside beverages, CRV does not supply any event with alcoholic beverages.
- Client is responsible for providing all music. All music whether live or DJ must end at 10pm no exceptions.

### 5. Cancellations and Refunds:

- In the event of cancellation by Client, all payments made to date are non-refundable. NO monies or payments will be returned to the wedding party, outside party or agent. If the event is cancelled within 30 days of the wedding date, the wedding party is responsible for the full payment on the contract. In the event of rescheduling prior to 90 days, previous payments will be applied towards the new contract date.
- In the event of a force majeure event (e.g., natural disaster, act of God, pandemics, wars, terrorist acts), CRV and Client will discuss rescheduling, no refunds are considered or part of this contract.
- In the event the wedding party is forced to change the date of the wedding CRV will do everything they can to transfer the reservation to a new date in the calendar year. All expenses are the sole responsibility of the client. The wedding couple further understands that last minute changes can impact the quality of the event and CRV is not responsible for these compromises in quality.
- If the Wedding Party fails to pay in accordance with the contract, CRV may declare contract canceled/void and all monies received will be considered payments for damages.

### 6. Insurance and Liability:

- Client shall obtain and maintain event liability insurance with a minimum coverage of 1-2 million dollars (base coverage). Please use [www.eventhelper.com](http://www.eventhelper.com) to secure a policy for the date of your event. Adding Hosted liquor coverage to your policy is required. If you are also hosting your rehearsal dinner at CRV, please add that day as well to the Insurance coverage. Include Charlton Ranch and [ranchcharlton@gmail.com](mailto:ranchcharlton@gmail.com) before checking out allowing for a forwarded copy of the policy to us directly. Client must provide proof of insurance to Venue by date: \_\_\_\_\_.

- Venue shall not be liable for any loss, damage, or injury to Client, Client's guests, or Client's property.

#### **7. Decorations and Restrictions:**

- All decorations must be approved by Venue prior to the Event Date.
- NO open flames, glitter, fake rose petals, or rice

#### **8. Food and Beverage:**

- CR will allow the wedding party to bring their food or hire a caterer of your choice to prepare your appetizers, and reception menu. We will not setup food or be of any service either before the ceremony or during the reception. Please get with your caterer/coordinator for help with these arrangements. All appetizer serving plates, napkins, utensils, are to be supplied by the wedding party or caterer.
- CRV does not supply any event with alcoholic beverages, the wedding party is responsible for all outside beverages.
- A water/ice package is available as an additional add on to the client's agreement.

#### **9. Force Majeure:**

- Neither party shall be liable for any failure or delay in performance under this Contract due to causes beyond its reasonable control, including but not limited to, acts of God, natural disasters, war, terrorism, and government regulations.
- If this is the case, your payments can be used to reschedule on a day that work for both the wedding party and CRV. There will be no refunds.

#### **10. Governing Law and Dispute Resolution:**

- This Contract shall be governed by and construed in accordance with the laws in Yuba County and the State of California.
- CRV reserves the right to gain access to its venue and make necessary changes to all services provided.
- Any disputes arising out of or relating to this Contract shall be resolved through open communication. If an agreement cannot be reached with open communication, then mediation shall be used if necessary.

#### **11. Entire Agreement:**

- This Contract constitutes the entire agreement between the parties and supersedes all prior agreements and understandings, whether written or oral.

