



SPECIAL EVENTS AND WEDDING VENUE CONTRACT

between

CLINTON HILLS and _____ hereinafter referred to as The Client

Date of event or wedding _____ hereinafter referred to as The Date.

Therefore, the parties agree as follows:

1) VENUE RENTAL FEE(S):

(a) The CLIENTS or REPRESENTATIVE FOR THE CLIENT(S), agree to pay an initial non-refundable DEPOSIT of \$800.00. This payment serves to hold the venue for The Date specified for event or wedding and is payable at the time of contract signature.

(b) The following are the agreed upon VENUE RENTAL FEES, which include the balance remaining for the fee for The Date of \$_____. The venue rental includes the barn, courtyard, sound system with iPod hook-up, microphone, Wi-Fi, TV, battery operated amp and mic for outdoor ceremony, washroom facilities, AC's, wheelchair accessibility, bar set up and clean up after event.

(c) The remaining agreed upon PACKAGE FEES and costs of all add-ons, etc. will be due on the Friday two (2) weeks prior to The Date.

(d) Total number of guests, tables and chairs needed for The Date will be required 3 weeks prior to the event in order to ensure proper equipment is available.

(e) Payments may be cash, wire transfer, e-transfer, certified check, credit card payments (Visa and MasterCard) are subject to a 3% charge.



2) DATE CHANGES:

In the event the CLIENT(S) is forced to change The Date every effort will be made by CLINTON HILLS to transfer reservations to support the new date. The CLIENT(S) agrees that in the event of a date change any expenses including but not limited to deposits and fees that are non-refundable and non-transferable are the sole responsibility of the CLIENT(S). The CLIENT(S) further understands that last minute changes can impact the quality of the event and that CLINTON HILLS is not responsible for these compromises in quality.

3) CANCELLATIONS:

In the event of a cancellation of special event or wedding, all payments made to date are non-refundable and all outstanding payments will be due immediately unless Clinton Hills is able to rebook that date.

4) ACCOMMODATIONS:

The CLIENT(S) agrees that accommodations provided by CLINTON HILLS for the event or wedding party may require a separate contract and payment.

5) RULES AND REGULATIONS:

The following is a list of rules and regulations to be upheld by CLIENT(S), which includes all EVENT PLANNERS and WEDDING COORDINATORS and VENDORS who are involved in the planning and execution of a special event or wedding on the premises of CLINTON HILLS.

1) Decorating

Any use of candles must be approved by the facility. All candles must be contained or enclosed in glass. The flame must not reach higher than 2 inches below the height of the glass. Tapered Candles are not allowed. The use of artificial flowers or confetti is not permitted for the outdoor ceremonies. Hay/straw bales are not permitted inside the barn.



2) Event ending time

All events must end by 1:00 AM (which means Bar is closed and Music is ended) with all GUESTS vacated from the premises by 1:30 AM as required by our PEI Liquor License.

3) Licensed Areas

Clinton Hills is licensed in the Barn loft, balcony, stable and outdoor 5000 square foot courtyard. Please advise guests that alcohol is not permitted anywhere else on the premises. **The PEI Liquor inspector will close down any event that does not abide by designated liquor areas.**

4) Underage/Children

Clinton Hills is not responsible for minor children (18 and under) remaining at the establishment after the meal, and during the dance. They must be under the supervision of a guardian.

5) Liquor / Beverages / Illegal Substances

Alcohol may not be served to minors. Anyone serving minors will be removed from the premises. At any time, if the staff deems alcohol consumption to be excessive, the staff has the authority to close down all alcohol service and/or evict inebriated guests from the premises. There is absolutely no drinking allowed outside the licensed areas, including the parking lot.

6) Logistical Plans

CLINTON HILLS must review and approve all proposed logistical plans for the use of the premises a minimum of fourteen (14) days prior to the event. This includes but is not limited to fireworks, videos/slide shows, outdoor music, etc.

7) Security



A security person will be present for all events where alcohol is served (such as wedding receptions, fundraisers, wine tastings, corporate parties or receptions, etc.). This service is nonnegotiable.

8) Smoking

CLINTON HILLS barn is a non-smoking venue. Ashtrays will be provided, and smoking permitted only in the courtyard area.

9) Catering

CLINTON HILLS provides its own catering chefs. Therefore, no other catering company can be booked at our facility. A 20% non-refundable deposit is due 6 months prior to event.

10) Capacity

Clinton Hills is licensed for a maximum of 250 people; we are not legally able to exceed that limit.

Clinton Hills Responsibilities:

- 1) Clinton Hills guarantee's The Date will be yours alone.
- 2) Clinton Hills agrees to have the Barn clean and ready at 9am the day of your wedding/event.
- 3) Clinton Hills agrees to have proper staff/client ratio at all weddings/events as well as a person in charge of the facility to answer questions/requests.
- 4) Clinton Hills is responsible for all chair/table/linen/set up, take down and cleanup of the facility on the day of the wedding/event.



Liability: The Client(s) MUST READ & INITIAL _____

The undersigned agrees to indemnify and hold harmless Clinton Hills, its owners, employees and affiliates from any and all claims, demands, losses, actions and liabilities including: injury to persons, damage to property, including but not limited to those caused by any service, food and/or their products hired or obtained by the renter; except for such claims, demands, losses, actions or liabilities that arise out of negligence or willful misconduct by said owners, employees or affiliates. Clinton Hills and its staff will also not be held responsible for lost, stolen or forgotten articles.

The undersigned has read and agrees to abide by the above rental policies and hereby agrees to rent **Clinton Hills**.

Client Initials _____ Date _____

SIGNATURES:

The Client or agent of the client shall be financially responsible for all the above.

By: _____ Date: _____

By: _____ Date: _____

CLINTON HILLS:

By: _____ Date: _____