

SAMPLE AGREEMENT

The Park at Hanford Courte Wedding Agreement

Brides Last Name/Grooms Last Name
Wedding Date

Thank you for choosing **The Park at Hanford Court** for your wedding. This agreement is to provide you information about the use of The Park and Safety Rules and Considerations so you, your wedding party and guests have a great experience.

THIS AGREEMENT entered into between the Bride and Groom and/or responsible party and Hanford Courte, LLC shall be effective upon all parties accepting the conditions and considerations as listed below.

Bride/Groom:	First and Last Names
Address:	Address/City/State/Zip
Phone Number:	Phone with area Code
Date of Event:	Date of Event
Use of Park:	9:00 am - 10:00pm Set-up can begin at 9am, Clean up must be complete by 10pm
Number of Guests:	Number
Type of Music:	DJ only - Music must stop at 9:00 pm
Details:	Ceremony, Reception or both, Rehearsal

Pricing

Park Rental Rate:	\$ 2000.00	Saturday Wedding Price, adjust for other days
Security Deposit	\$ 250.00	Refundable deposit – The Park is to be left clean and undamaged
Additional Guest Fee		(More details below)

Payment Schedule

Site Rental Deposit	\$ 1000.00	Due with Preliminary Agreement to lock in date
Site Rental Balance	\$ 1000.00	Due 9 months prior to Wedding
Security Deposit	\$ 250.00	Due 9 months prior to Wedding
Rental Equip. Deposit		50% Due 3 months prior to Wedding
Rental Equip. Balance		50% Due 1 month prior to Wedding

Terms and Conditions

Rental Equipment: Rental Work Sheet (enclosed) to be filled out with estimated number of guests and any extra wedding equipment you may require signed and returned with signed agreement. Payment of 50% of rental equipment balance is due 3 months prior to wedding date. Final count of all rental equipment is due 35 days prior to wedding. We will recalculate the balance due based on this number. Payment of balance is due 30 days prior to wedding. Bridal party is responsible for lost or damaged rented equipment. Lost or damaged equipment will be taken out of the Security Deposit.

Extra Guest Fee: If your guest list exceeds 200, the following applies:

- Additional site fee of \$250.
- Off-site parking fee of \$50, required by Amador School District for use of parking lot.
- Fee for local shuttle service to and from The Park – to be arranged by The Park. Fee, paid by Bridal Party, is based on vendor chosen and length of operation required.

Insurance: Wedding party to secure insurance in the amount of \$1 million for the day of the event, naming Hanford Courte, LLC as additional insuree through your insurance carrier.

Cancellation Policy: 100% of site rental fee refunded if cancelled more than 9 months prior to Event date. 75% of site rental fee refunded if cancelled within 9 months of Event date and date is re-rented. No refund if cancelled within 9 months of Event date and date is not re-rented.

USE OF “THE PARK” - SAFETY RULES and CONSIDERATIONS

▲ Caterer: Choose your own caterer or from our preferred list. Name of these caterers are listed on our web site: hanfordcourte.com. These caterers are recommended because of their high quality and competitive pricing for their service and food, their proximity to The Park, and the professionalism they bring to support your requirements. Contact us to discuss other options such as a family member providing the food.

▲ Provide name and phone number of DJ so we can inform them of the sound ordinance and confirm their agreement to comply. Hanford Courte will be allowed to manage the volume and timing of the DJ music during the wedding and reception to keep it in accordance with city sound ordinances. Speakers are to be placed facing into the hillside in the Grand Courte.

▲ Children must be supervised and be in attendance of a responsible adult at all times. Bridal party should designate an adult for this responsibility. For their safety, children are not allowed on the hillsides, rocks or in the pond. Advise guests bringing children of this strictly enforced policy.

▲ Smoking Policy – The Park is a no smoking facility except for designated areas. This rule is strictly enforced to keep the grounds clean and butt free.

▲ Site Rental Fee includes use of all grassy areas within The Garden, The Falls and surrounding areas. Also, includes bandstand/stage, back gazebo/canopy, reception area, bride’s and groom’s changing rooms, caterers prep kitchen.

▲ Throwing rice, birdseed or flower petals requires prior approval. Please, no confetti.

▲ No entering waterfall pond or climbing on rocks in waterfall area or any area throughout The Park.

▲ Cleanup is the responsibility of the wedding party, unless arranged otherwise. Trash and debris needs to be placed in trash receptacles available on site. All signage or directional signs must be removed immediately after event.

▲ The wedding party shall comply with sound ordinances. Music must end 9 PM . No live bands are allowed. Live music with harps, flutes, acoustic guitar, is permitted for the ceremony with prior approval. DJ must agree to sound restrictions. Special allowances may be made upon request.

▲ Hanford Courte, LLC will not assume any responsibility for damage or loss of property of the wedding party, their guests or any service companies contracted by wedding party.

▲ On-site parking is limited to approximately 45-50 spaces. No Parking is allowed along Highway 49 in front of our property or adjacent residential properties or in any posted “No Parking” areas.

▲ Hanford Courte is not responsible for any deliveries outside of the rental equipment worksheet.

- ▲ Hanford Courte is not responsible for any liquor or wine deliveries or services.
- ▲ The Park is an outdoor facility. The wedding party may arrange for tent rentals at their expense if they would like to be prepared for rain. Normal outdoor ambient sound and noise from surrounding neighborhood, houses and roads is a real possibility and should be expected during your event. Insects (bees, etc.) are a natural part of a garden environment.
- ▲ The following things are examples of events beyond our control for which we have no responsibility: weather, blackouts, road closure, terrorist act, national security events, other government regulations and restrictions.

CONGRATULATIONS

We wish you the best on the first day of the rest of your lives together.

Brides Name	Date	Grooms Name	Date
Hanford Courte, LLC	Date		

Please read carefully before signing. Sign agreement, keep one copy and return signed copy with rental fee to:

Hanford Courte, LLC
 107 Club Drive
 San Carlos, CA 94070
 Office (209) 267-1750
 Cell (209) 981-3197