



La Paloma Gardens

Wedding Policy & Contract

RENTAL FEES AND POLICY

Wedding ceremonies at La Paloma Gardens take place promptly at pre-arranged scheduled times. The wedding package includes the wedding rehearsal, wedding ceremony, a photography session in the garden, and a non-guided tour for wedding guests.

Wedding fees are as follows:

\$2,500.00 with deposit of \$1,250.00 required at the time the contract is signed and the balance is due two weeks prior to the rental date.

- La Paloma Gardens will provide staff for wedding and rehearsal coordination.
- Photos are to be taken within the agreed upon time period.
- Wedding party and guests must leave the Garden within the agreed upon time period.
- If the group is present after the end of the rental period, a fee of \$200.00 per hour will be assessed to the group.

The following rules must be observed:

- La Paloma Gardens does not allow rice, confetti, birdseed, balloons or streamers to be thrown in conjunction with the wedding ceremony and the photography session.
- ALL Food and drink are prohibited.
- La Paloma Gardens is a non-smoking environment including streets and parking areas.
- Guests must stay in the designated areas.
- La Paloma Gardens staff will be present at all times during the rehearsal ceremony and photography session.
- La Paloma Gardens does not allow sound amplification in any form.
- Guest must arrive by bus in designated areas only.
- Maximum capacity is 250 guests.

THE FACILITY

La Paloma Gardens provides only the facility. Added equipment such as chairs for guest and the musicians, etc. must be provided by the party hosting the wedding and must receive prior approval from the owner or appropriate staff member.

A La Paloma Gardens employee will be present for the coordination of the rehearsal as well as the wedding ceremony.

Wedding Rehearsals must take place and conclude punctually within the agreed upon time period.

Please read and sign designating your understanding of this agreement.

Name _____ Date _____

The logo for La Paloma Gardens features the words "La Paloma" in a cursive script above the word "Gardens" in a large, bold, green serif font with a slight shadow effect. The background of the entire page is a soft-focus photograph of a garden path leading through trees and greenery.

La Paloma Gardens

Wedding Policy & Contract cont.

GENERAL LIABILITY

Any rental of La Paloma Gardens' facilities must not impose any hardship on the Gardens, its collections, facilities, staff or neighbors. Anyone seeking to use La Paloma Gardens for an event must assume full responsibility for the conduct of all persons attending the event. Henceforth, the term rentee will be used in this document to refer the person or group renting La Paloma Gardens facilities.

The event area and surrounding areas must be returned to its pre-rental state and all equipment removed by the end of the rental time period. The rentee is responsible for the take down and removal of all equipment. La Paloma Gardens does not assume the responsibility for damage or loss of any merchandise and/or articles left on premises prior to, during or after your wedding ceremony or photography session.

La Paloma Gardens reserves the right to inspect and control all events and the La Paloma Gardens owner or staff will be on hand to do so. The rentee will be required to conduct the event in an orderly manner in full compliance with our applicable laws, rules, policies and regulations of the Gardens. The rentee will be billed for any costs resulting from damages to the garden, its property or equipment occurring during rental period. In addition, the costs of any wages incurred by the garden staff for cleaning will be the responsibility of the rentee.

DEPOSIT POLICY

A non-refundable deposit of \$1250.00 and a copy of the signed contract are required to hold the date of your wedding ceremony. Provided all of the above requirements are met, your deposit will be applied to the total rental fee, with the balance due two weeks prior to the date of your rental.

CANCELLATION POLICY

La Paloma Gardens requires written notice of cancellation. If La Paloma Gardens receives your written notice of cancellation less than six months prior to the date of your rental, the deposit is forfeited and nothing else is owed to La Paloma Gardens. If the cancellation request is more than six months prior to the reserved date, half of the deposit will be returned, and nothing else is owed to La Paloma Gardens.

Thank you for choosing Hardings La Paloma Garden for your very special day!

Accepted by _____ Date _____

La Paloma Gardens' Representative _____ Date _____