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Rental Agreement

Thank you for including Atavista Farm in your search for that perfect setting for your very special day. Large or small we are committed to making your wedding day both memorable and unique. We look forward to serving you.

ATAVISTA FARM WILL PROVIDE THE FOLLOWING:

1. The facility includes the grounds, gazebo, barn, and dressing areas for both bride and groom.
2. Set up of tables and chairs, and final clean up.
3. Attendants will be available to assist and answer questions during the set up phase.
4. Attendants will be available to help your guests find the parking area and answer any questions they may have.
5. Sound system for the wedding ceremony.

THE FOLLOWING ARE YOUR RESPONSIBILITY

1. The Rehearsal — You may use the facility for two hours for your rehearsal. Day and time, to be arranged. For any other visits to Atavista Farm before the wedding date, please notify us as to when you plan to come. Prior notice is appreciated. The facility is available for rehearsal dinners with prior arrangements, additional charges apply.
2. The Wedding Day — Please provide Atavista with a list of the progression of events starting with estimated .time of arrival of the bride, .bridesmaids, decorators, food, DJ...etc. This will better help us in our service to you. Outside decorating should end one hour before the start of the .wedding. Guests traditionally will arrive within Y hour of that time.
3. The Reception — Music, DJ. or band must supply all of their own equipment including tables, tents, and extension cords. Power is provided. Set up should happen one hour before the start of the wedding. A sound system is available for the wedding area if needed. The volume is at our discretion. Also dance floors should be in place at this time. Reception music must end at or before 11:00 p.m. No exceptions please.

4. Bar Service—Alcohol or alcohol related drinks served to your guests fall under laws directed by the State of Oregon via Oregon Liquor Commission. Atavista Farm is open to the general public and falls under those directives. Due to the potential legal responsibilities Atavista Farm currently offers three choices for bar service:

- (Preferred) Atavista Farm can provide bar service thru a preapproved list of servers. Alcohol and related drinks are provided by you and served thru servers on this list. An hourly fee is established and includes serving, maintaining, and responsibility for distribution during the bars operation. Also avoids corking fees and other hidden charges. Hourly fees are dependent on number of servers needed.
- There are providers that provide a portable bar set up and can be contracted for their services. Proof of permits and insurance is required by Atavista Farm before the event to insure compliance with OLCC regulations.
- Your food service provider must have the proper permits and proof of insurance coverage to cover serving alcohol. Check with your food service provider regarding corking fees, bar set up etc.

INSURANCES:

The undersigned agrees that by signing this agreement they are responsible for the behavior of guests and will provide Atavista Farm with a one day (24hrs.), liability insurance document showing liability coverage during the life of this agreement.(see dates and times below).This coverage can be purchased from your home owners insurance carrier. One million dollar coverage is required. In most cases coverage is provided for a nominal fee or free as a courtesy to you. This one day coverage will guard against liability claims and insure financial coverage for any unforeseen accidents.

Please Note: Pets are not allowed. Service or Therapy animals with documentation are the only exceptions.

DATE AND TIME RENTAL BEGINS: Date:_____ Time:_____

DATE AND TIME RENTAL ENDS: Date:_____ Time:_____

A DEPOSIT OF \$750.00 (U.S.) DOLLARS IS REQUIRED AT THE TIME OF BOOKING. THE BALANCE IS DUE ONE MONTH (30 DAYS) PRIOR TO THE RENTAL DATE. THE DEPOSIT AND THE BALANCE ARE NON REFUNDABLE.

WE, THE UNDERSIGNED, UNDERSTAND AND AGREE TO THE ABOVE CONDITIONS.
