

THE CUTTING GARDEN, LLC
NON-WEDDING EVENT RENTAL SCHEDULE
(As of 07/15/08)

Rental of the farmhouse and grounds is \$320.00 for 8 hours (or \$40 per hour with a 4 hour minimum) plus a refundable damage deposit of \$200.00.

The Rental includes the use of the farmhouse with its 8' wide wraparound porch, 2.5 acres of formal lawns and gardens, 2 acres of parking and the following equipment (we set up and take down chairs and tables):

- 200 - White resin captain's chairs (for outside the farmhouse)
- 24 - Padded folding chairs (for inside the farmhouse)
- 8 - 30"x 6' rectangular tables (seat 6 comfortably)
- 24- 5' round tables
- 6 - Antique Wood and leather chairs
- 1 - Antique Kitchen Queen Oak cabinet
- 1 - Antique Oak high back throne (Oddfellow's chair)
- 1 - Antique 40"x 84" (7') table to be used for buffet service or cake
- 4 - Small custom built wooden tables
- 1 - Garden pergola, permanently located in the south garden
- 1 - Garden archway, permanently located at garden's west entrance
- 2 - Wooden benches
- 2 - Air pump 12 cup thermoses
- 2- 12 cup coffee maker
- 1- 30' X45' white tent (May – September)

The Rental does not include linens, dishes, platters, bowls, silverware, kitchen utensils (spatulas, serving spoons, sharp knife, bottle opener, can opener) or "take home" containers including plastic wrap and foil wrap. If you are catering your affair, please bring these items with you.

We have the following items available for rent:

- 2- 10'X10' white pop up tents @ \$40 each

Occasion date _____

THE CUTTING GARDEN, LLC NON-WEDDING EVENT RENTAL REQUEST FORM

Renter: _____ Phone: _____

Address: _____ e-mail: _____

Number of Guests: _____ Caterer _____

Bartender _____

Begin 3 hour Setup	Begin 4 hour Party	Begin 1 hour Cleanup	End 1 hour Cleanup
			No later than 10

ITEM	AMOUNT	CHECK NO.	DATE PAID	DATE DUE
Florist services				
Tax .084				
Farmhouse and Grounds	\$320			
10' X 10' tent Rental				
Balance Due				

Renter acknowledges they have read and understand the procedures for use of THE CUTTING GARDEN, LLC facility and agrees to be fully responsible for the Farmhouse, its grounds and equipment while it is under their control. Initials _____

In order for the staff of THE CUTTING GARDEN, LLC to properly prepare the grounds and farmhouse for your celebration, renter agrees that neither they nor their service providers (e.g., music, florist, rental equipment etc.) will arrive earlier than the "Begin Setup" time listed above. Initials _____

Reservations shall not be guaranteed until this signed contract is received by The Cutting Garden. In the event of cancellation by Renter, please notify us as soon as possible.

I agree that Catherine Mix and The Cutting Garden LLC provide exclusive floral services for this venue and that no outside flowers or florist services are allowed. Initials _____

Our next meeting will be on a Wednesday about a month before your event. At that time, we will design your floral arrangements (if any) and collect the balance due. Please enter your preferred date for this meeting here _____

Renter: _____

Date: _____

Return to: THE CUTTING GARDEN, LLC
303 Dahlia Llama Lane
Sequim, WA 98382 * 360-681-3099

THE CUTTING GARDEN, LLC

PROCEDURES

ALCOHOL: Keg beer is not allowed; home brew is not allowed even in bottles. A self-serve bar is not allowed. All alcohol must be served from one location, by a licensed bar tender. Alcohol must be served with food. No alcohol will be consumed anywhere on the property without the proper permits. If you are not hiring a caterer who is authorized to serve alcohol, you must obtain a banquet permit (you can get them at any Washington State Liquor Store for \$10). Permits must be displayed before the beginning of your event. Proof of legal drinking age is required for the renter. If the renter is under age, alcohol shall not be consumed anywhere on the property. "Last call" for alcohol shall be 15 minutes before the end of your event, and then the bar must be closed. If your guests become noticeably intoxicated the bar will be closed immediately.

CLEAN UP: Renters are responsible to bag all trash immediately after the event, large garbage bags are provided.

HOURS: Event activities shall conclude at 9:00 p.m. All of your personal items must be removed and the grounds and farm house shall be quiet by 10:00 p.m.

CHILDREN: Well-supervised children are welcome. Please keep them out of the gardens.

DISTURBANCES: In consideration of the neighbors, loud or boisterous activity is prohibited. Strongly amplified sound is not in keeping with the serenity of the gardens.

TRAFFIC: In consideration of the neighbors, please instruct your guests to keep their speed below 15 miles per hour on the gravel lane.

PARKING: Parking is provided in the grassy area west of the farmhouse and outbuildings and east of the flower field. There is no parking in the lane around the farmhouse.

PETS: Pets are not allowed.

LIVESTOCK: The Llamas and other livestock are for viewing only, please do not feed them. Please stay out of the pastures and off the fences, the electric wire is always ON.

NO SMOKING: Smoking inside the building is prohibited. Please use the sand cans provided when smoking outside.

LIABILITY: Renter shall be responsible for all damage to the facility or equipment (other than normal wear and tear) while the facility is under their control.

ADDITIONAL PUBLIC: Depending on the time of year and the time of day, it is possible the public will be enjoying other parts of the farm. While we will make it clear that the farmhouse and its grounds are in use for a private event, we do not keep the public out of the flower fields during business hours.

**THE CUTTING GARDEN, LLC
CATERER CLEAN UP**

1. Wipe and dry the refrigerator inside and out.
2. Clean the oven, oven door, range top and drip pans.
3. Clean and empty the dishwasher.
4. Clean and dry all sinks.
5. Use soft scrub to remove marks on counter, then damp wipe and dry.
6. Bag all trash and move it onto the gravel parking area to the east of the farmhouse.