



2018 Rental/Use Agreement

Thank you for choosing the Stahl Event Barn (SEB) to host your event. The Stahl Event Barn is located on a Centennial farm occupied by fourth generation family members. We are committed to providing a unique venue for your special event!

Below are some points to take into consideration while you are planning your event. **Please read through each point carefully and sign at the bottom.** This agreement must be signed and returned to SEB with your retainer fee to book your event. Feel free to contact us with any questions.

1. Barn occupancy is 198 persons. If your guest list exceeds 198, and you rent a tent to be erected on grounds **there will be an additional \$400 charge.** If you rent a tent it needs to be erected the day of your event and removed by 7 a.m. the next morning unless prior arrangements are made with SEB. There is a large grassy, open space, which will accommodate greater than 198 guests if you desire an outside reception or activity.
2. The barn milk house has been converted to a warming kitchen. Sinks, water, stove, and refrigerator are available. Food can be kept warm or cold, but cannot be prepared in this kitchen. The kitchen has many electrical outlets available. Drinking fountains are also available.
3. One handicap accessible bathroom is available in the barn. SEB will provide 3 portable toilets. If your guest list exceeds 250 you will be responsible to provide additional portable toilets.
4. SEB will provide table and chairs for up to 198 guests. SEB will set up rectangle or round tables per your preference. **There will be an additional rental charge of \$8/table and \$1/chair for setup of greater than 198.**
5. Rental is a one or two day rental. Pricing is for a Friday, Saturday, or a Friday and Saturday. **For a one-day rental, barn access is 7am – midnight. For a two-day rental, barn access is 7am-9pm Friday, and 7am-midnight on Saturday.** SEB will work with clients to facilitate a time and date for a wedding rehearsal if desired.



6. Parking is available adjacent to the barn in the field. Handicap and vendor/food service parking will be designated next to the barn. Signs will be available to direct your guests to the parking areas. Any non-handicap vehicles parked in the handicap area, or vehicles left on the premises after the event will be towed at the owners expense unless prior arrangements are made. Please park in the field parking to allow space for your handicapped guests and vendors to park near the barn.

7. **A professional bartender who is TIPS or TAM certified must dispense alcoholic beverages for all events at the barn.** You may not have alcohol on the property at any time without a TIPS or TAM certified bartender (including after your event). **BYOB's are not allowed, and no alcohol is permitted in the barn, or on the grounds, at any time other than during your main event. NO ALCOHOL IS ALLOWED DURING REHEARSAL OR SETUP.** All alcoholic beverage service ends one half hour before the end of the schedule event, or no later than 11 p.m. Any alcohol not dispensed by a certified bartender may be confiscated, or result in bar service being discontinued. **SEB reserves the right to discontinue bar service for any event, for any reason.**

You will be required to purchase liquor liability insurance in the amount of one million dollars if your professional bartender does not carry liquor liability insurance. Your homeowners policy may include this benefit so check with your insurer. A Certificate of Liability Insurance with Stahl Event Barn listed as the certificate holder, date of the event, one million dollars liquor liability is required on file with Stahl Event Barn one week prior to your event. This form can be sent digitally (pdf preferred) to ruth@stahleventbarn.com.

Even if your professional bartender carries liquor liability, the Stahl Event Barn strongly recommends all clients obtain 24-hour liquor liability in the amount of one million dollars to cover their event. All alcoholic beverage service ends at 11:00 p.m. or one half hour before the end of the scheduled event.



8. A fire pit gazebo is available on the grounds for your ceremony or event if desired. SEB will start, tend, and provide wood for the fire pit at all events. Arrangements with SEB must be made in advance if you plan on using the fire pit.
9. The barn is not heated so advise your guests to dress appropriately for the weather.
10. Smoking in the barn is strictly prohibited. Designated smoking areas are available on the grounds.
11. **No nails, staples, or other sharp objects are to be put into the barn, gazebo, or any other farm property.** Decorating can be done without the use of nails or sharp objects with a little creativity. Sky lanterns are not allowed as they are made of fine gauge wire, which lands in the nearby farm fields and gets in animal feed.
12. SEB will provide decorative lighting on barn beams.
13. All candles are required to have glass shields or hurricane lamps with a base of some kind to protect the linen. No open flames are allowed.
14. Events (including DJ service/music) must conclude no later than 11:30 p.m. and the premises vacated by midnight. SEB will provide all cleanup after you have removed your personal items.
15. No large electrical appliances (ex. Ice machine) will be allowed on the grounds without prior approval and a pre paid fee received.
16. A 25% non-refundable retainer is due at the time of booking. SEB does not hold dates, and your date is reserved only when the retainer is received. The total balance is due ninety (90) days prior to the event.

The Stahl Event Barn reserves the right to inspect and control all private functions. Liability for and damages to the premises will be the responsibility of, and charged to, the sponsoring person or entity. The party in charge of the function is responsible for the conduct of all that attend.



The Stahl Event Barn will not assume responsibility for damage or loss of any merchandise/property, or articles left on the premises prior to, and/or during the scheduled event.

You may mail this form or send it via email to ruth@stahleventbarn.com. If you have any questions, please give us a call at (231) 825-2615. Please note that your date is not reserved until receipt of this form and a retainer fee.

Name	Date
Contact Person	_____
Phone #	_____
Address	_____
City/State/Zip	_____
E-Mail Address	_____
Event Date	_____
If Wedding...	
Groom's Name	_____
Bride's Name	_____