



Clark's Cove Farm & Inn

1: Rental & Service Fee Schedules for 2023-2024

Weddings & Receptions

Description Amenity/Service	Fee
Facility Rental Fee: 100 People	\$9,000.00
Facility Rental Fee: 101 - 150 People	\$10,500.00
Facility Rental Fee: 151 - 200 People	\$12,000.00
Hours Included with Facility Rental Fee	48
Additional Hourly Rental Fee	\$400.00
Additional Set Up time (>6)	\$100.00 per hr.
Rehearsal Ceremony	Included
Barn Grand Room	Included
Barn Living room	Included
Barn Common room	Included
Barn Kitchen	Included
North Terrace Kitchen	Included
Deck	Included
Deposit – Damage & Clean up	\$500.00
Terrace – Ceremony	Included
Terrace/Meadow	Included
Grounds Rear	Included
Front Gardens & Lawn	Included
Assisted Parking	Included
Catering & Vendor Referral	No Charge
Apartment s -2 nights/2 apartments/2 people Additional Persons \$25.00 per night. Additional Night(s)	Included - Prior Night & Date of Event \$150.00
Carriage House 2 Bedroom Suite/per night/6 People Additional Persons \$25.00 per night. Minimum - 2 nights Additional Night(s)	Included - Prior Night Date of Event \$275.00
Honeymoon Suite Additional Night(s)	Included - Prior Night & Date of Event \$185.00

Additional Services & Rentals

Description - Amenity/Service	
Labor-Take Down/Clean up	\$35.00 per hr.
Fire Pit	\$100.00 .
Tractor & Operator	\$55.00 per hr.
Fireworks (does not include materials)	\$100.00
Gator & Operator	\$45.00 per hr.
Trash Removal	\$30 + .06 per lb.

Supplemental Rentals	
Tables 48" Rental	\$6.00
Tables 72" Rental	\$7.00
Tables (30"x96")	\$6.50
Coolers	\$10.00
Tin Bath Tub	\$50.00
Lanterns	\$3.00



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2: Terms and Conditions

1. Terms and Conditions

1. Facilities are available for set up 6 hours prior to the scheduled event. If additional time is required, it must be scheduled in advance.
2. Tents must be acquired from outside vendor. Tent rental company recommendations provided upon request.
3. A list of approved wedding vendors will be provided upon request after booking.
4. Events requiring more than 6 hours of set up time or set up on day(s) other than the scheduled event are subject to an additional charge.
5. Rehearsal ceremonies (2 Hrs.) are included at no additional charge but scheduling is subject to facility availability. Please check with us prior to scheduling.
6. Rental items listed above are for supplemental purposes only. Parties must secure their supplies from outside vendors. Parties are encouraged to rent all their items including the tent (if applicable) from the same vendor.
7. No Pets are allowed in the carriage house.

2. Deposits

1. Due to demand and the short season, we are unable to guarantee your reservation until we receive a deposit. We ask that you make deposits as outlined below to guarantee the date(s) requested for your event. Checks are to be made payable to Clark's Cove Farm & Inn.
2. An initial deposit of 50% of total selected package cost due upon booking. This deposit and all future deposits and or payments are subject to the conditions listed below in the section entitled "Cancellation Policy".
3. The second payment of 50% is due 90 days prior to event.
4. Events occurring within 90 days of booking must be paid in full at time of booking.
5. A deposit for the entire labor and farm equipment and rentals estimate must be paid in full 14 days before the event. A final bill will be issued within 24 hours after the event and a refund will be issued for estimated services if warranted.
6. A \$500.00 deposit for damage and clean-up is due 14 days prior to the event. This deposit covers damage to premises, furniture and any additional cleanup necessary to restore the kitchen and premises to their original state. Deposit will be refunded within 96 hours of event or applied to any outstanding balance for rentals or services.



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3. Additional Charges:

The package costs displayed in the top row of the table are for facility rental only. Other services and rentals are billed separately as an additional expense.

1. All labor services for event set up & take down is an additional expenses and will be billed at a rate of \$30.00 per hour.
2. Farm tractor usage hourly rate is \$55.00 per hour including operator. Gator utility vehicle usage hourly rate is \$45.00 per hour including operator.
3. Rental of our dishes, flatware, glasses, stemware and tables as fillers are an additional expense. We request that you rent your equipment through your rental vendor.
4. There will be a charge of \$250.00 per day for tents and or other equipment that are not removed by 5PM the Tuesday directly following the event or 72 hours afterwards. Guests are responsible for coordinating their vendors unless otherwise stated. Tents may be set up no earlier than 48 hours preceding the event (Wednesday for Friday event and Thursday for Saturday event, etc.) without incurring an additional charge of \$250.00 per day.
5. The field kitchen on the north terrace is included in the venue price. This building was constructed in 2005 to provide a more sanitary and efficient facility than the field kitchen service tents typically required by most catering services. Catering tents are no longer permitted.

4. Other Terms and Conditions:

1. A rental agreement and liability waiver will be mailed or emailed to you upon receipt of your initial deposit. It must be signed and returned to Clark's Cove Farm & Inn within five (5) business days of receipt. An executed contract will be returned to you. You may request to review the contract prior to making the deposit however failure to review the contract does not relieve the rental obligation as described in the section above entitled "Deposits" or the refund policy as described in the section below entitled "Cancellation Policy".
2. No smoking allowed in any enclosed area or on the deck. We have a zero tolerance for smoking in the barn, apartments, carriage house or on any deck attached to the barn or the carriage house and reserve the right to levy a fine of \$500 for each infraction. Guests will be required to smoke in designated smoking areas. Lessee(s) will assume responsibility for informing guests of smoking policy.



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3. Children under 12 must be supervised by an adult at all times. Baby/child sitting locations must be arranged in advance with Clark's Cove Farm.
4. Standard occupancy for each of the apartments is two persons. There is a twenty-five dollar (\$25.00) charge per extra person per night for each apartment and the carriage house and a twenty dollar (\$20.00) (per) pet charge per night. No cats are allowed. Dogs are required to be on a leash at all times when outside. Pets are not allowed in the Carriage House
5. Facility must be vacated by 10:45 PM. No event guests other than those registered are permitted to be on the premises after 10:45 PM. This is a no exceptions policy.
6. **Clark's Cove Farm & Inn rents the facility as a passive owner and therefore requires all clients (lessee(s)) to secure Insurance for the date of the event.** Certificate of Insurance must be provided sixty (60) days in advance for outside catering and bartending services. Additionally, lessee must provide a Certificate of Insurance containing general liability and, if requested, host liquor liability coverage sixty (60) days prior to the scheduled event. Clark's Cove Farm & Inn must be listed as the Certificate Holder and as an additional insured. Coverage required is \$1,000,000/\$2,000,000.
7. Charges for rentals of fixtures and equipment from outside vendors must be handled directly with the vendor.
8. Management reserves the right to reject certain catering or bartending services. A list of suggested caterers and licensed bartenders will be furnished upon request.
9. Music until 10 PM only without prior authorization.
10. No alcoholic beverages to be served after 10PM without prior authorization.
11. No alcoholic beverages maybe consumed by persons at any time (e.g., set up, ceremony rehearsal, take down, after parties, etc.) on the premises other than those registered to stay in the apartments or carriage house except during the event time designated in the contract.
12. **No alcoholic beverages may be taken from the site immediately following the wedding.** All alcoholic beverages will be stored in a secure location after the event. This is a safety policy. The wedding party or their representatives may pick them up the following day.
13. Alcohol, irrespective of type, must be served by the catering staff or a licensed bartending service at all times during event. Should the caterer or bartending service leave prior to 10PM, the bar will be closed and no private alcoholic beverages may be served to guests on the premises. Management reserves the right to refuse service to any individual who, in their judgment, is impaired. Only alcohol provided and served by the vendor may be consumed on the premises the day of the event. No exceptions.

5. Cancellation Policy:

The average advance booking time for a Wedding or special event is nine months. Upon receipt of your deposit, the facility is secured and all other requests for that specific date are declined. As it is very unlikely that we will be able to re-rent the location for that date, our cancellation policy must be firm. The table below illustrates the cancellation policy. **PLEASE NOTE: THE FORFEITURE PERCENTAGES BELOW APPLY TO THE TOTAL FACILITY RENTAL FEE.**

<u>Number of Days</u>		<u>Forfeiture of Total Fee % (Not Deposit)</u>	
➤	0 to 90 Days	100%	91 to 180 Days 75%
➤	181 to 270 Days	50%	Over 270 Days 25%