



## Thanks-Giving Square Wedding/Event Venue Rental Pricing and Terms

### Location and Rates

Thanks-Giving Square offers three event spaces every day after 4:00pm. Those spaces include the Chapel of Thanks-Giving, the Hall of Thanks-Giving, and the Garden of Thanks-Giving.

Chapel of Thanks-Giving (only wedding – no reception) for up to 75 guests

\$600/hr (\$500/hr Sunday thru Thursday) with a three hour minimum per rental (\$1800/\$1500 minimum)

Chapel of Thanks-Giving wedding and Hall of Thanks-Giving Reception for up to 75 guests

\$600/hr (\$500/hr Sunday thru Thursday) with a six hour minimum per rental (\$3600/\$3000 minimum)

Chapel of Thanks-Giving (up to 75 guests) or Garden of Thanks-Giving (up to 100 guests) wedding and Hall of Thanks-Giving or Garden of Thanks-Giving Reception – includes exclusive use of the entire grounds from 4pm to 11pm.

\$6000/event (\$5000/event Sunday thru Thursday)

Also included...Wedding includes the use of The Square's chairs, and Receptions includes the use of The Square's tables and chairs. Tablecloths can be included for a cleaning fee of \$15/ea.

### Bookings, Payment and Cancellation

Bookings will not be confirmed until an initial payment is received of 50% of the minimum charge. The remaining 50% of the minimum charge, plus the damages deposit (if food is served) is due two months prior to the event date. If an event is cancelled prior to one year in advance of the planned event date, the total amounts paid will be refunded. If an event is cancelled prior to six months in advance of the planned event date, all but 25% of the minimum charge will be refunded. If an event is cancelled prior to two months in advance of the planned event date, all but 50% of the minimum charge will be refunded. If an event is cancelled less than two month in advance of the planned event date, no refund will be due.

### Designated Representative

Couples must designate a single individual with responsibility and authority for all selections and decisions. The Square can provide a list of planners if appropriate.

### Move in and Move out, Deliveries and Pick-up

Decorations and other materials for the event may not arrive prior to the rental period unless approved in advance by the Thanks-Giving Foundation Operations Manager. All break down and move out must occur prior to the end of the rental period. Failure to comply will result in additional charges.



### **Decoration and Celebration Materials**

All decorations must be temporary in nature and must not cause any damage to the facilities or to other Thanks-Giving Square property. Candles are not allowed inside the Chapel or Hall. No rice or confetti may be thrown, and all celebratory materials must be collected prior to the end of the rental period.

### **Officiant**

Couples are encouraged to arrange their preferred officiant to perform the ceremony. If needed, Thanks-Giving Square can provide a list of qualified officiants.

### **Catering**

There is no inside captive caterer or bar service. We are happy to provide a list of outside caterers that can accommodate your needs. We will require a certificate of insurance from any outside caterer that names The Thanks-Giving Foundation as an additional insured and indicates liability insurance of at least \$1 million.

### **Alcoholic Beverages**

Alcoholic beverages can be served provided they are not offered for sale in violation of the TABC regulations. Renters are responsible for the safety and conduct of the event attendees.

### **Fitness for Purpose**

Renter has inspected the premises of The Square, has been informed of the lack of ADA compliant access to certain areas in The Square, and has determined The Square to be fit for the purpose of hosting the event. Renter rents The Square where is, as is, and requires no adaptation.

### **Damage and Cleaning**

Renters are responsible for any damage to The Square's property, including the gardens, occurring during the event, as well as cleaning or other expenses incurred to return the property to the condition at the commencement of the event. All events involving the serving of food or drink will require an additional \$250 security deposit. All trash should be bagged and left in the kitchen.

### **Parking**

There is no onsite parking at Thanks-Giving Square. All event participants and guests arriving by car must use nearby street parking or paid public parking. The Square can provide a map of parking convenient to The Square. Some parties may wish to provide valet parking, and The Square can provide a list of valet parking companies upon request.

### **Security**

All events requiring the closing of the Garden of Thanks-Giving require the Renter to hire off-duty Dallas Police Officers to provide security for the duration of the event. The Square can provide contact information.



### **Rehearsals**

If possible, rehearsals, if any, should be scheduled for the rental period in the time in advance of the event. If the venue is not otherwise committed, rehearsals can be arranged for the evening prior to the planned event for an additional fee of \$500.

### **Rain and Inclement Weather**

Events planned for outdoors in the Garden of Thanks-Giving may be moved indoors to the Thanks-Giving Chapel (75ppl or less) or the Hall of Thanks-Giving (100ppl or less) in the event of inclement weather. Final decisions to move the event are due not less than 24 hours before the scheduled beginning rental time. No refunds or rainchecks can be provided for events cancelled or otherwise effected by inclement weather.

### **Safety, Liability, Indemnity and Hold Harmless**

Renters and guests may not enter the gardens or water features. Minors must be supervised at all times. Renters and guests agree to forgive, indemnify, and hold harmless The Thanks-Giving Foundation, its officers and employees from and against any injury, damage or harm except if resulting from their gross negligence. If The Thanks-Giving Foundation is found to be liable for any reason, the Foundation's obligation shall be limited to amounts paid for the venue rental.

### **Noise and Public Disturbance**

Renters will comply with city noise and public disturbance norms and regulations.

### **Right of Inspection**

Thanks-Giving Square will have a representative on site during the event, and the representative will be provided reasonable access to inspect and oversee the venue.

### **Non-Discrimination**

Thanks-Giving Square prides itself on being inclusive. Management reserves the right to refuse to rent the venue for uses inconsistent with the norms and values of the institution.

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