



CONTRACT FOR EVENT SERVICES - CEDAR RIDGE LLC

Event \_\_\_\_\_

Date \_\_\_\_\_ Start Time \_\_\_\_\_ End Time \_\_\_\_\_

Lessee: Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Planned Total Attendance Count \_\_\_\_\_ Wedding Party \_\_\_\_\_

Items:

_____	- \$	_____
_____	- \$	_____
_____	- \$	_____
_____	- \$	_____
_____	- \$	_____
_____	- \$	_____
_____	- \$	_____
	Total For Services	\$ _____
	Sales Tax @ 7%	\$ _____
	Total	\$ _____

Reservation Deposit: Received \_\_\_\_\_ Amount \$ \_\_\_\_\_

Remaining Amount Due (with no adjustments) \$ \_\_\_\_\_

Damage Deposit \$ \_\_\_\_\_

Remaining Total Due: Date \_\_\_\_\_ Amount \$ \_\_\_\_\_

Adjustments:

_____	- \$	_____
_____	- \$	_____
_____	- \$	_____
_____	- \$	_____
_____	- \$	_____

Adjusted Amount Due \$ \_\_\_\_\_  
 Adjusted Amount Paid \_\_\_\_\_ \$ \_\_\_\_\_  
 Damage Deposit Returned \_\_\_\_\_ \$ \_\_\_\_\_

Contact Fran or Jerry Goodwin at Cedar Ridge 812-497-3518



## Deposit/Payment Information

Sales tax of 7% is charged on all rental items and beverages.

A reservation deposit of 50% of the planned event cost is required to reserve your date.

The remaining amount is adjusted, if necessary, and is due 14 days prior to the event, along with a damage deposit of \$200. Adjusts may include change in event type, total attendance count, and services or items to be provided.

If you cancel before 90 days prior to the event, we will refund 50% of your reservation deposit. If you cancel within 90 days of the event, none of the reservation deposit will be refunded to you, and no additional payment is required. We are not able to accept credit cards.

The damage deposit will be returned to you within two weeks after your event. If there are no missing items or damages assessed to any Cedar Ridge property or equipment, the damage deposit will be returned in full. This damage deposit does not pertain to items rented from anyone other than Cedar Ridge.

## Catering

Caterers must be approved by Cedar Ridge, and hold the correct licensing with the State of Indiana. They should be contracted to supply all of your table service, water service, and to bus the tables. Caterers are not permitted to supply alcoholic beverages unless by special arrangement.

## Bar Service

Cedar Ridge offers bar service that includes beer and wine only. We must know at least 35 days in advance of an event to acquire the correct licensing. Licensing regulations do not allow us to serve liquor. The law forbids anyone under 21 years of age to consume alcoholic beverages. Guests who are known or thought to be intoxicated will not be served alcoholic beverages. No alcoholic beverages are allowed to be brought onto the premises.



### Conduct

The Lessee is responsible for the action of all of the persons in attendance, and for any damages, loss, or liability incurred. The Lessee waives all claims of liability against Cedar Ridge LLC arising from the event contracted in this lease agreement.

### Additional Rules and Policies

- Children must be supervised at all times.
- We are not responsible for lost or stolen articles.
- Cedar Ridge reserves the right to refuse service to any guest and to remove any guest from the premises.
- This agreement is subject to all applicable federal, state, and local laws.
- Any changes or additions to the contract need to be approved in writing to be valid.
- Rental items, food, and beverages are subject to state and local sales tax.
- Cedar Ridge LLC shall not be held liable for failure to perform to this agreement due to fire, electrical outage, an act of God, or other condition that is beyond our reasonable control

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By signing this contract, you agree to the policies and procedures of Cedar Ridge LLC and have read, reviewed, and understand this contract.

\_\_\_\_\_  
Signature of lessee, responsible party

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Event Director

\_\_\_\_\_  
Date