

RENTAL TYPE C – SMALL WEDDING CEREMONY only

DAVENPORT HOUSE MUSEUM

CONTRACT TO USE THE DAVENPORT GARDEN FACILITIES

I (we) hereby make application for the use of the Davenport Garden Facilities on the _____ day of the month of _____, 20_____, between the hours of _____ and _____, for the purpose of _____

I (we) hereby agree that the following conditions will be strictly followed and adhered to, and the charges noted herein will be paid in full, no fewer than 7 days prior to the date of use. It is therefore herein agreed that:

Small Wedding ceremony only: No more than two hours on the property with 20 or less guests (to include the wedding couple and no alcohol served: \$350; ½ the rental fee to secure the reservation, final payment 7 days in advance of the scheduled event. The deposit is refundable if cancellation is received up to 60 days prior to the event. After that date, a \$100 processing fee will be retained by the museum. No rental is confirmed until the deposit is in the hands of the museum staff. A credit card number is required. _____ (Please initial)

I have read, understand and accept the policies and rental fees explained in the attached documents which I have initialed and returned with this contract. The policies are considered part of this contract. I agree to inform any subcontractor providing services for the event of the terms and requirements of this contract and of their responsibilities in regards to the contract and policies. _____ (please initial).

Renter Signature: _____ Date: _____
Name: _____
Address: _____ Street _____ St. ___ Zip _____
Phone: _____
E-mail address: _____
Credit Card: _____ Exp. Date: _____ Auth. Code: _____

Museum Staff: _____ Date: _____
Name: _____
Position: _____

Please make checks available to : Davenport House Museum