

Wedding Date: _____

B's Place Wedding Contract



1. NUMBER OF GUESTS

- Original Guest Count: _____
- Final Guest Count is due no later than seven (7) days prior to the Event Date.

2. RESERVATIONS

- Client agrees to pay a non-refundable Reservation Fee in the amount of 50% of the venue fee at the time of signing the Agreement.
- The reservation fee is for the date reserved. It is possible to change the reservation date, providing the new date is open. Client is responsible for cost difference if the new date is more expensive and/or will be charged less on the final payment if the date booked is less expensive than the original date.
- In the event the Client requests to change the date of the event, B's Place LLC will make reasonable efforts, at its sole discretion, to accommodate the request and change the event to a different date this is available. If the event is cancelled by the Client for any reason(s), Reservation Fee shall be non-refundable and retained by B's Place LLC unless otherwise agreed to in writing by the parties.

3. DAMAGE DEPOSIT

- Client agrees to pay a separate Damage Deposit of \$500.00 at the time the client agrees to terms and conditions set forth herein. The Damage Deposit will be returned to the Client approximately thirty (30) days after the event, provided there is no damage to the Premises which was caused by the Client, Client's guests, invitees, or service providers', including outstanding tabs or any violations of the terms and conditions set forth herein or in the Order Invoice. If any such damages, open tabs or violations are discovered, then B's Place LLC may, in its sole discretion, apply the Damage Deposit to the costs or losses B's Place LLC incurs as a result of the aforementioned.
- Client shall be liable for any damages to the Premises which are in any way caused by the Client, Client's guests, invitees, or service providers and Client further agrees to pay all costs and expenses to repair or remedy such damages to the Premises.

4. PAYMENT TERMS

- The Total Event Costs must be pre-paid by the Client in full no later than ten (10) business days prior to the Event Date, along with purchased alcohol, rentals, décor or floral purchases. All fees are subject to 5.5% sales tax.
- If the Client fails to make any payment of any amounts due pursuant to the Invoice or these terms and conditions, then B's Place LLC may, at its option, declare all amounts owed under the Invoice and these terms and conditions payable immediately, and terminate the parties Agreement and cancel the Event.
- Additional 3.9% fee applies to all credit card payments.
- All past due balances are subject to a 1-1/2% interest charge per month (18% per year) or the highest amount allowed by Wisconsin law.
- Returned checks, for any reason(s) will be charged a \$100 fee.
- Incidental add-ons such as open bar tab or late fees that may be added will be billed at the end of the Event Date and/or deducted from the Damage Deposit.

5. RULES AND REGULATIONS

- All contractors or service providers, including, but not limited to, live music, entertainment, planners, and caterers shall be the sole responsibility of the Client.
- Client is responsible for all permits required for live music, tent(s), catering and special requests.
- Event(s) are scheduled to end by midnight (12:00 am). An additional \$150/hour fee applies thereafter, 1-hour minimum.
- Decorations shall not be attached to the walls, floors, windows, tables or wood trim or ceiling unless agreed to in writing by B's Place LLC.
- All decorations must be removed by the Client at the end of the event without leaving damage. Minimum \$100 Cleaning Fee.
- Confetti, glitter, foam, bubbles, artificial flower petals and similar decorations are not permitted. Failure to comply will result in a minimum \$100 Cleaning Fee. For safety's sake, we discourage drinks on the dance floor.
- Candles must be in a glass base under each candle.
- Client, along with any guests or invitees or service providers, are prohibited from smoking inside the Premises and any areas outside the premises which B's Place LLC does not designate as a smoking area.
- Placement of tables, tents, live music, equipment, entertainment, etc. require preapproval by B's Place LLC prior to the date of the Event.
- Client may have access to the room and begin decorating no earlier than 9am on the Event Date unless otherwise agreed to in writing by B's Place LLC.
- No sound system or chairs are set for rehearsals.
- Children must be supervised by adult chaperone(s) at all times, including in upstairs Bridal Suites.
- B's Place LLC assumes no responsibility for personal property or items left overnight or for lost or stolen personal property or items prior to, during or after the event.
- Alternative plans, in case of inclement weather, need to be agreed upon seven (7) days in advance. Additional fees may apply if set up is changed day of event.
- Unless contracted, B's Place LLC does not provide DJ or music services at any time before or during events. All music coordination is the responsibility of the Client.
- Audio/visual requirements by the Client must be tested and approved by B's Place LLC seven (7) days prior to the event.
- All 3rd party vendors or service providers and guests must adhere to the Terms and Conditions set forth herein. It is the responsibility of the Client to share these guidelines with all parties.

6. FOOD AND CATERING (If not using B's "In-House" Caterer)

- All catering company(s) are subject to the terms and conditions listed in the Outside Catering Agreement and are subject to 10% venue fee.
- Caterers will be licensed preapproved Caterers.
- A copy of caterer's bill must be provided to B's Place LLC no later than ten (10) days prior to event.
- Paper plates, paper napkins, plastic tablecloths and/or plastic utensils will incur a \$50.00 refuse fee for events with over 50 guests.

7. BEVERAGES

- **Outside alcoholic beverages**, of any kind, by anyone, are not allowed on the Premises at any time. Failure to comply will result in the loss of the Damage Deposit in full.
- All pre-paid and hosted bar sales are subject to an 15% Beverage Service Fee, plus 5.5% sales tax.
- Special order beverage requests and beer barrels are non-refundable. Final beverage requests are due fourteen (14) days prior to the Scheduled Event Date.
- All liquor prices are subject to change without notice, within fourteen (14) days prior to the Scheduled Event Date.
- No alcoholic beverages may be removed the premises, for any reason.
- Underage consumption will not be tolerated. Individuals engaging it will be removed from the Premises.

8. VENUE COORDINATING

- Room Rental Fee(s) include three 1-hour sessions with the Venue Coordinator. Additional time if needed, is billed at \$35/hour, in 30-minute increments.
- Venue Coordinator's role is limited to the details pertaining to the venue. Wedding planning services, decorations, coordination of vendors and other wedding planning duties are not included in Rental Fee but can be provided if desired at an additional cost.
- B's Place LLC meets with the Client(s) approximately 90 days, 30 days and 14 days prior to Event Date.

9. POLICY, PRICING AND FACILITY CHANGES

- B's Place LLC reserves the right at any time to review policy and prices and to make changes to such policies and prices when deemed necessary.
- B's Place LLC reserves the right to remodel, add-on and/or modify the facility at any time without notice to the Client.

10. FINAL DEADLINE

- All details for the event, including final payment must be finalized ten (10) business days prior to the event. No changes are allowed within ten (10) business days.
- Additional Change Order(s) must be agreed to in writing. Additional fees may apply.

11. COURTESY PROTOCOL

- B's Place LLC reserves the right to request any person or group of people acting unruly or contrary to regulations to leave the Premises. Assistance from law enforcement agencies may be acquired if this request is not met immediately.
- Client, Client's guests, and Vendors shall refrain from running and roughhousing or other inappropriate behavior.
- Client agrees to be fair and reasonable and understand some details will not go right. Client agrees to not make unreasonable demands.

12. FORCE MAJEURE

- B's Place LLC shall not be liable for any failure of or delay in the performance of this Agreement for the period that such failure or delay is due to causes beyond its reasonable control, including but not limited to acts of God, war, strikes or labor disputes, embargoes, government orders or any other force majeure event.

13. LIABILITY

- Client expressly agrees that B's Place LLC shall not be liable to Client or others, including Client's guests and invitees or service providers or contractors, for damage or loss of personal property located in or about the Premises. The Client, hereby indemnifies and hold harmless B's Place LLC, its members, owners, managers, employees, officers, representatives, and agents, from and against any and all claims or liability for property damage or loss arising from the use and occupancy of the Premises by the Client or Client's guests or invitee's contractors or service providers. Client expressly agrees that B's Place LLC shall not be liable for any injuries to Client or others, including Client's guests and invitees, service providers or contractors, unless such injuries are directly caused by the intentional or negligent acts or omissions of B's Place LLC. B's Place LLC shall not be responsible for children left unattended injuring themselves or wandering off. Client hereby indemnifies B's Place LLC, its members, employees, officers, representatives, and agents, from and against any and all liabilities, damages or personal injuries arising from the use and occupancy of the Premises by the Client or Client's guests or invitees, service providers or contractors.

14. AMENDMENT

- Terms and Conditions may be modified or amended from time-to-time as determined solely by B's Place LLC. The Client will be provided with notice of such changes and amendments which shall be binding on the Client.

15. ENTIRE AGREEMENT/BINDING

- THE TERMS AND CONDITIONS SET FORTH HEREIN SHALL CONSTITUTE THE ENTIRE AGREEMENT BETWEEN THE PARTIES. CLIENT AGREES TO BE BOUND BY THE TERMS AND CONDITIONS SET FORTH HEREIN. These Terms and Conditions supersede any prior written or oral agreements between the parties. The Terms and Conditions shall be binding on the parties hereto and their successors and assigns.

16. SEVERABILITY

- If any provision of the Terms and Condition or Order Invoice shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. The invalidity or unenforceability of any provisions of this Agreement shall not affect or impair any other provisions.

17. APPLICABLE LAW

- This Agreement shall be governed by the laws of the State of Wisconsin. I confirm that I have read the Terms & Conditions and Order Invoice and agree to all items and provisions contained therein.

Signed: _____

Dated: _____

Bride: _____

Groom: _____

