

CHIPPEWA COUNTY HISTORICAL SOCIETY
HISTORIC CHIPPEWA CITY WEDDING RESERVATION CONTRACT

Date of Wedding _____ Rehearsal _____ yes no
 Time of Wedding _____ Time of Rehearsal _____
 Pictures yes no time _____
 Time facilities need to be opened on wedding day _____

Church or Gazebo (please circle one)

Responsible Party _____ Phone Number _____
 Address _____
 Email _____

Bride _____ Groom _____
 Address _____ Address _____

 Phone Number _____ Phone Number _____
 Email _____ Email _____

Fee Structure:

Church/Gazebo and Grounds rental..... \$400.00
 Rental/ Damage Deposit\$200.00

A check for \$200.00 damage deposit is required when the reservation form is submitted. Fees for the rental of \$400 are due at the time of booking by cash or check.

Fees and deposits are refundable up to 90 days prior to the wedding. Damage deposit will be retained by CCHS if the wedding is cancelled less than 90 days prior to the wedding date.

The damage deposit, less any extra fees, will be refunded within 30 days after your reserved date. If extra fees, damages, or losses occur, charges will be deducted from the deposit or paid for separately.

Fees:

Church/Gazebo and Grounds	\$ 400.00	Check # _____	Cash _____	Date _____
Damage Deposit	\$ 200.00	Check # _____		
Total	\$ 600.00			

Site is available May 15 – October 15

- The Village will be closed to outside visitors while your wedding is in progress.
- Priority use of the site is given to events and activities sponsored by the Chippewa County Historical Society (CCHS). Scheduling will be handled by the Executive Director to ensure no overlapping of events.
- CCHS reserves the right to review activities in the facility by the renting parties, and, also reserves the right to refuse rental of the facility.
- A staff member or volunteer of the CCHS must be present on the property anytime others are on site.
- All events must conclude by 9:00 p.m. unless prior authorization is given by the Executive Director.
- Ending time extended to _____ Approval for extended time _____
- **Smoking is not permitted** inside any structures or within 50' of any entrance of the property.
- A signed contract and all deposits and fees must be submitted at the time the site is booked.
- No rice, birdseed, confetti or bubbles, etc. may be thrown inside any building. Only bubbles and birdseed are allowed outside.

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Decorating

Decorating inside the Village Church must be done during regular business hours which are Monday – Friday 9:00 a.m. – 12:00 p.m. and 1:00 p.m. – 5:00 p.m. (holidays are not included). A fee of \$50.00 per hour will be charged for other time frames, with a minimum charge of \$50.00.

No open flames are permitted inside any building at Historic Chippewa City. Two flame free ideas are to do a sand ceremony instead of a unity candle or to use battery operated, flameless candles. No tape, tacks, or nails of any kind are permitted inside any building. Decorating the Gazebo can be done without staff present; however, prior arrangements must be made.

All setup and cleanup is the responsibility of the renting party. If the facilities are not cleaned immediately after use or the next day, CCHS can retain the damage deposit for services rendered. If staff must make a return trip to the premises to allow the party to clean the facility, they will be charged a rate of \$50.00 per hour, with a minimum charge of \$50.00. Chairs owned by the Society cannot be taken outside if rain is in the forecast.

Rehearsal

You are allowed one hour for a wedding rehearsal the day before the wedding, during business hours. A fee of \$50.00 per hour will be charged after the first hour, with a minimum charge of \$50.00. This time is based on the departure of the last wedding participant/guest/vendor.

Day of the Wedding

On the day of the wedding, you will be allocated 5 hours of use at the Village which must include setup and take down, pictures, and the actual wedding ceremony. Events that extend beyond the five hours of allotted time are charged a fee of \$50.00 per hour, with a minimum charge of \$50.00. This time is based on the arrival time of staff, and the departure of the last vendor and/or guest.

Receptions

Alcoholic beverages can be served on the property only by an establishment who has a liquor license which has been granted in Minnesota, and who carries liability insurance with a minimum policy amount of \$1,000,000.00 (one million dollars). **The Chippewa County Historical Society MUST BE added as an additional insured party on the liability policy. A certificate of insurance MUST BE received 5 days prior to the event.** The signee accepts responsibility for and the liability of the individuals at the site during said time. **A licensed Minnesota police officer/security officer must be on site at all times when liquor is being consumed/served. The cost for hiring the police/security officer is the responsibility of the renting party, who must notify CCHS of such arrangements at least two weeks prior. Certified security may be required even when alcohol is not served and will be the responsibility of the renting party.** **No outside alcohol can be brought in, served or consumed on the premises including all parking lots at any time. All deposits will be forfeited if any outside alcohol is brought and/or consumed on site.** All garbage must be collected by the renting party in garbage bags which will then be disposed by the CCHS.

I _____ agree to abide by all Terms and Conditions indicated above.

Signature _____ Today's Date _____

Please send the signed copy to CCHS, PO Box 303, Montevideo, MN 56265.

Deposit refunded to _____ check # _____ \$ _____

Keep a copy of this contract for your records.

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LIMITATION OF LIABILITY

CCHS IS NOT LIABLE FOR DAMAGES RELATED TO THIS AGREEMENT, INCLUDING, BUT NOT LIMITED TO, BREACH OF THIS CONTRACT, NEGLIGENCE, OR FRAUD.

Dispute Resolution:

In the event of a dispute arising out of and related to this Agreement, the parties agree to attempt to resolve any dispute by negotiation between the parties. If parties are unable to resolve the dispute, either party must first commence mediation before initiating any litigation proceedings.

Notice:

If any notice is required or authorized under this Agreement, such notice may be sent to the recipient's last known address or to the recipient's address listed in this Agreement. Notice may be sent by first class mail, certified mail, overnight courier, or hand delivery.

Binding Effect:

This Agreement is binding on the parties, the parties' heirs, the parties' personal representatives, and the parties' assigns.

Assignment:

Responsible party cannot assign this Agreement to any third party without the express prior written consent of CCHS.

Counterparts:

- a) The parties may execute this agreement in one or more counterpart. Each counterpart is an original, and all of the counterparts together will form the instrument.
- b) This agreement may be signed, delivered, and executed by electronic transmission, including, but not limited to, fax and email. Any such electronic transmission is an original executed copy of this agreement.

Modification of Agreement:

This Contract cannot be orally amended, and can only be amended by a writing signed by both parties.

Severability:

If any arbitrator or court having jurisdiction over a dispute concerning this Agreement declares any part of this Agreement invalid that declaration does not invalidate the remaining parts of this Agreement.

Merger Clause:

This Agreement represents the entire agreement between the parties concerning the subject matter covered in this Agreement. This Agreement supersedes all prior agreements between the parties concerning the subject matter covered in this Agreement, and all such prior agreements are merged into this Agreement.

Governing Law:

This Agreement is governed by the law of the State of Minnesota.