

CHIPPEWA COUNTY HISTORICAL SOCIETY
LAC QUI PARLE MISSION WEDDING RESERVATION CONTRACT

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

Responsible Party _____ Phone Number _____
 Address _____
 Email _____

Bride _____ Groom _____
 Address _____ Address _____

 Phone Number _____ Phone Number _____
 Email _____ Email _____

Fee Structure:
 Church rental..... \$200.00
 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 \$200 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 Rental | \$ 200.00 | Check # _____ | Cash _____ | Date _____ |
| Damage Deposit | \$ 200.00 | Check # _____ | | |
| Total | \$ 400.00 | | | |

Site is available May 1 – September 1

- 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 need not 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** on the property or inside any structures or within 50' of any entrance.
- 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 the building. Bubbles and birdseed are allowed outside only.

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The Chippewa County Historical Society reserves the right to limit proposed rentals to those uses compatible with the facility. No one will be denied use of the facility or otherwise subjected to discrimination on the basis of race, color, national origin, religion, age, gender, sexual orientation, or handicap. CCHS is an equal opportunity provider and employer. Effective 06-9-2015

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Site Visits – Additional site visits which are needed after the signed contract is received will be charged \$30.00 per visit and are available only dependent upon a CCHS staff member’s schedule.

Setup/Decorating – If staff is desired to be on location during decorating, a \$100.00 flat fee includes two hours on one day for CCHS staff member’s time (as available) to be on site. Staff attended setup is available between 9:00 a.m. – 5:00 p.m. Monday – Friday (holidays not included). An additional amount of \$50.00 per hour or partial hour will be charged before 9:00 a.m. and after 5:00 p.m. or on weekends or holidays, if available. Decorating inside the Church without staff present must be done during regular hours which are Monday – Sunday 8:00 a.m. - 8:00 p.m. Please inform us of your schedule to be sure it doesn’t conflict with other events. Benches from inside the Mission cannot be taken outside.

No open flames are permitted on the grounds or inside the Lac Qui Parle Mission. 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 or outside the building.

Rehearsal – You may hold your wedding rehearsal any days before the wedding. Please inform us of your schedule to be sure it doesn’t conflict with other events.

Day of the Wedding

On the day of the wedding, you will be allocated 5 hours of use of the Mission 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 your arrival time and the departure of the last vendor and/or guest.

Cleanup – The site must be cleaned up before your party leaves for the day. If the site is not left clean, the \$200 damage deposit will be forfeited and additional fees, at \$100.00 per hour may be incurred to cover staff time.

Receptions

No 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 of by the renting party.

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.