



WALHILL FARM FACILITY PRICING AND RENTAL AGREEMENT

Lessor and Lessee agree to the lease of Walhill Farm (the “Facility” or “Premises”) for the purpose of _____ (the “Event”), to take place on the date of _____ to _____, 20____

Event Time and Event Price: (Initial all applicable.)

A. _____ Sulky Lodge Full Facility Price:

Includes full use of lodge and immediate surrounding lawn area. (Does not include overnight accommodation.)

1. _____ **Daily Rate Mon – Fri and Sun** -- \$500 half day (up to four hours) \$800 full day (up to 8 hours). Evening rate (after 4:30PM) \$500 includes \$250 bar credit if bar is opened for your event.

2. _____ **Daily Rate - Saturday (7:00AM – 12:00AM)** -- \$1400

3. _____ **Full Weekend Rate Friday through Sunday noon** -- \$2400

Does NOT include use of kitchen, bedrooms, business presentation or conference rooms, or private areas. Lodge rental prices vary according to your needs. Walhill Farm is a fully licensed bar. Ask our event manager to provide a quote based on your needs. A licensed caterer of your choice may be used for your event.

Limited Use of Sulky Lodge Facility:

A. _____ **Kitchen use (by caterers or lessee)** --\$50 per hour first 2 hours. \$30 per hour after two hours. Includes use of countertops, stoves and ovens, dishwashers etc. Does not include utensils, pots, pans etc. (Est. hours needed _____)

B. _____ **Business Presentation room (Theater room)** --\$140 for half day. \$25/hr each additional.* (Est. hours needed _____)

C. _____ **Conference Room** --\$140 for half day. \$25/hr each additional.* (Est. hours needed _____)

D. _____ **Presentation Room AND Conference Room** --\$200 for half day. \$40 each additional.* (Est. hours needed _____)

*Presentation Room Up to 50 people. Conference Room up to 60 people. Includes foyer room for buffet lunches (catering available), coffee, tea, water. Lunch room and break out rooms available for nominal charge.

~ Price includes up to one hour set up and break down time from a Walhill employee. Any time over the one hour set up and / or breakdown times will be charged at \$25 per hour.

~ Walhill has fine linen, cutlery, plates, water, champagne and wine glasses, serve ware etc for rent for up to 60 people. Ask for further details.

2. **Charge for extra event time:** This rental agreement specifies the length of time for the Event. When the Event actually occurs, any extra time the event continues beyond the amount of time specified in the rental agreement will be charged at an hourly rate of \$150 per hour. Under no circumstances may the lessee or lessee's guests or agents (caters, band, wedding party etc.) continue to be present in the facility after 1:00 AM. There will be a charge of \$500 per hour if this is violated.
3. **Set up and take down:** In addition to the event time, Lessor, in its sole discretion, shall allow Lessee or Lessee's guests or agents to use the facility for set up or take down activities. If Lessor's time is needed for set up and break down Lessee shall pay \$25 an hour of time needed. Only Lessor can move and re arrange furniture or Walhill equipment.
4. **Facility defined:** The Facility refers exclusively to use of the Sulky Lodge and its immediate surrounding grounds, and the ground immediately surrounding the Walhill Farm Fish Pond. The term "Limited Use of the Facility" refers to the use of fewer than all these spaces, as determined by mutual agreement of Lessor and lessee.
5. **Alcohol:** Walhill Farm holds a "three way" alcohol permit issued by the State of Indiana Alcohol and Tobacco Commission. No outside alcohol is permitted on the Walhill Farm grounds with out prior written consent from Walhill Farm. Walhill Farm will provide a server(s) licensed by the Indiana Alcohol and Tobacco Commission (ATC) at a pre determined fee agreed to in writing by the Lessor and Lessee. Under no circumstances may anyone under age 21 or anyone noticeably intoxicated be served alcohol beverages.
6. **Smoking Indoors:** Smoking is allowed outside of Sulky Lodge only. Please be sure all cigarettes are extinguished in the provided and appropriate containers. If smoking occurs indoors, Lessee will be charges \$100 in addition to any damages or extra cost of cleaning.
7. **No Swimming or Fishing:** There is to be NO SWIMMING IN THE FISH POND, under any circumstances. If unauthorized swimming occurs, Lessee shall be charged \$100 per violator. NO FISHING if fish pond with prior authorization from management.
8. **Tennis court available upon request.**
9. **Lessee must be present:** The Lessee who has signed his/her name(s) below must be present for the entire duration of the event.
10. **Vendors:** Walhill Farm or Ellis Tents, Greensburg, Indiana is the preferred supplier for tents, flatware, dishes, tables, and linens. All other outside vendors, including Caterers, are at the discretion of the Lessee. Caterers must be licensed caterers in the state of Indiana.
10. **Consultation:** Consultation about the event is complimentary, unless otherwise agreed to in writing by the Lessee and Lessor.
11. **Parking:** Designated parking is located in three distinct parking areas around Sulky Lodge for up to 50 standard size vehicles. If additional parking is necessary, please contact Walhill Farm management for further instruction.
12. **Inside Capacity:** The maximum inside Capacity is 362 people. Tented use of outside lawn can significantly increase capacity. Inquire for details.

13. **Security Deposit:** A security deposit of \$250 shall be deposited by the Lessee. Payment of the security deposit secures the date(s) of the lessee's event. Lessee may choose, without penalty, to cancel the event for up to one month after the tender of the security deposit. If lessee cancels after one month the security deposit shall be forfeited in full. If no cancellation occurs, the security deposit shall be held by the Lessor to apply against any unpaid charges and/or against the cost of any damages to the facility. The deposit shall be refunded to the lessee within 30 days after the event minus any unpaid fees, the cost due to damage to the property, cleaning, and all other costs to return the property to its former condition. If the amount of the unpaid charges or damages exceeds the amount of the security deposit, lessee shall pay whatever additional amount is necessary to cover all charges and damages (including attorney's fees and cost of collection).

14. **Hourly rate for cleaning and repair:** Lessor shall charge \$25 per hour for activities (including cleaning) preformed in order to restore the facility to its former condition.

15. **Indemnity:** The Lessee releases and agrees to indemnify the Lessor against any liability for person or property occurring on or about the leased premises during the period of the lease, resulting from any cause. Lessor is not responsible for any lost or stolen personal or rented items.

This agreement made and entered into this _____ day of _____, 20__ by and between Small Seed Company, dba Walhill Farm (Lessor) and _____ (lessee).

Signed by:

Lessee

Lessee

Lessor, Walhill Farm

Information on Lessee:

Print Lessee name(s)

Phone number(s)

Social Security Number(s)

Address:
