



Boulder Barn Event Space Policy & Procedures

- **Deposit:** A non-refundable booking deposit of \$1900 is required at the time your event is scheduled. The deposit is non-refundable even if you decide to cancel your event for any reason.
- **Damage Deposit:** \$400 damage, clean-up, and overtime deposit is required with your final payment. It will be held and returned within 7 days of the event if the terms of the agreement are met. You are responsible for any excessive cleaning or damage resulting from the event to the action of your members and or guests.
- **Maximum Occupancy:** Boulder Barn has been approved to a maximum occupancy of 200 persons, to include attendees, participants, and food service personal.
- **Compliance:** All persons associated with the event must comply with the policies outlined in these policies and procedures guide and the county and state ordinances Boulder Barn has the final say in disputes that arise from applications and interpretations of these policies. You are responsible financially for the actions of all your guest and wedding party. We reserve the right to have people removed for misconduct. No pets, service dogs leashed.
- **Children:** We love children! However, we ask that all children be always in the company of an adult for safety reasons. We do not want anyone getting hurt. Also please stay out of the flower beds, off the steep side hills, and away from all animals including horses and cattle. Many people use our facility and we want to be sure it's kept nice and safe for everyone.
- **Smoking:** We are a non-smoking facility. However, smoking is permitted in the designated smoking area. We respect your right to smoke we just ask that you help us keep our facility and grounds nice for our guests and for our future events.
- **Alcoholic Beverages:** Boulder Barn is a beer/wine facility only, unless a licensed caterer/bartender is hired. Alcohol License must be on site, and

available at all times. Boulder Barn holds a beer and wine permit and all alcohol will be served thru our event facility unless hard liquor is desired for your event. Exception: you may bring you own alcohol while in the bride/groom suites. Once the ceremony begins all alcohol must be provided through the bartending service. Due to safety concerns, alcohol may not be served past 9:45 pm. There is a three keg (or equivalent) limit. We strongly encourage your guests to have designated drivers.

- **Music and Noise:** In accordance with your agreement with Boulder Barn, no music is allowed after 10 pm. Sound must also be kept at a reasonable level during all events. Boulder Barn will decide what is a reasonable level. Sound check required. We want to be courteous of our great neighbors.

- **Travel on Area Roadways:** We ask that all guests observe the speed limits on local roads. In an effort to keep dust to a minimum, we require all guests to not travel over 10 mph on our private drive

- **Decorations:** Decorations must be approved by Boulder Barn. String and ribbon work best. No confetti, rice, silly string, fake rose peddles, and such are allowed. Bubbles and real flowers and Pompoms are allowed.

- **Personal Property:** Boulder Barn is not responsible for lost or stolen property. Anything damaged or stolen will be the sole responsibility of the person or persons renting our facility.

- **Food and Beverages:** A licensed caterer is preferred, but not required. You are responsible for bottled water and other beverages served. All activities related to food preparation, presentation, serving, must be performed by you or your caterer. There are no kitchen facilities. All activities related to food presentation, serving, clean-up and disposal of related garbage must be performed by the host or the host's caterer We have a regular size refrigerator/freezer on site and two stainless steel tables

- **Insurance:** Boulder Barn requires users of the facility to purchase an event liability insurance policy naming Boulder Barn as an additional insured. The policy shall be in the amount of not less than \$1,000,000 per occurrence and must be provided to Boulder Barn 15 days in advance of the scheduled event date. This insurance may be obtained through Wedsure or an insurance agency of your choice.

- **Rehearsal for Wedding Package:** You may schedule a 2 hr. amount of time to have rehearsal, no rehearsal dinner, unless approved prior to rehearsal night.

- **Rehearsal Dinners:** If requested, dinner may also be hosted on the property following the rehearsal at \$150.00 for each additional hour (with a 2 hr. max for dinner). Plus rental cost for table and chairs.

- **Clean Up:** Anything and everything that belongs to you must be taken at the end of your event. The area needs to be clean and items removed before 9:30 pm. Chairs need stacked on outside of reception area in groups for pickup, tables all need to be stacked in the barn.

- **Acts of God and Equipment Failures:** Boulder Barn will not be held responsible for acts of God, including resulting damage to persons or property. Please be aware this is an outdoor event space and subject to the laws of nature. Wild animals, (deer, turkeys, porcupines, skunks, etc.) & bugs (Mosquitos, wasps, bees, spiders, ticks) all reside in the 1000 acres adjacent to Boulder Barn. We take precautions to prevent any attendance by these creatures but cannot guaranty their absence.

Boulder Barn will not be held responsible for problems due to mechanical failure of equipment or features on the property. We will not be responsible for power outages beyond our control. Sometimes there are unforeseen problems that might not be resolved in time for your event. Boulder Barn will do everything within reason to correct issues that may arise. All disposables must be in the garbage containers provided.

- **Photos:** Boulder Barn reserves the right to use images and videos, both professional and nonprofessional, of your event for promotional purposes.

For any additional questions please contact us at 208-869-2982 or email us at info@theboulderbarn.com.