

# **SIGNED CONTRACT BY CLIENT(S)**

## **PAYMENT**

A \$500.00 dollar deposit is required to hold the reservation date for your event and must be returned with the signed contract. The deposit is non-refundable. Payment in full of all remaining fees is due 90 days prior to the event along with receipt of the Insurance Rider Certificate.

## **CANCELLATIONS**

In the event of a cancellation, the deposit is non-refundable. If an event is canceled within 90 days of the date, no monies are refundable. No remuneration from The Ranch can be given for weather conditions.

## **PHOTOGRAPHS & VIDEO WAIVER**

The Ranch on Beaver Creek reserves the right to use any photos and/or video taken by The Ranch during the event. Their only purpose will be for advertising by The Ranch.

## **SECURITY DEPOSIT FEE**

A \$350.00 security deposit fee for damages will be collected 90 days prior to the event. It will be mailed to the Client within 30 days of the event subject to any damages sustained by The Ranch.

## **DAMAGE AND LOSS**

The Client agrees to pay for any damages or loss done to The Ranch during the event.

## **CLIENT DAMAGE AND LOSS**

The Ranch on Beaver Creek will not assume any responsibility for damages or loss of property of the Client, Client's guests, or subcontractors, during, before, or after the event.

## **SMOKING**

Smoking is restricted to designated outside areas only.

## **ALCOHOLIC BEVERAGES**

Restrictions apply. No hard liquor. Beer, wine, and champagne are acceptable. Liquor liability MUST be included on your Liability Insurance. A licensed professional bartender must tend the bar at all times. No alcohol served until after the I DO's, bar closes @ 10:00 PM. Violations may result in loss of Security Deposit. Any use must be pre-approved by owners of The Ranch.

## **CATERER**

Caterers must be licensed and approved by The Ranch. A copy of their current Caterer's license and of their Insurance Policy must be on file prior to the event. If you are self catering, your Insurance Rider Certificate must provide the proper coverage. If self catering, all refuse must be removed by client and facility must be left as it was found (some exceptions apply).

## REQUIRED INSURANCE

Clients are required to provide a Certificate of Insurance in the form of a Special Event Rider. The Rider must include proof of special event coverage for the event at The Ranch in the amount of one million \$1,000,000 dollars and "The Ranch on Beaver Creek" must be listed as an Additional Insured. If serving alcohol, Liquor Liability must be included on your Insurance Policy. A copy of the Insurance Certificate must be provided 90 days before the event. (You might want to check with your Homeowners policy for coverage.)

**PLEASE BE SURE TO READ THE ABOVE TERMS AND  
CONDITIONS THOROUGHLY BEFORE SIGNING YOUR  
AGREEMENT TO THEM BELOW.**

Thank you for giving us the opportunity to serve you. We are looking forward to meeting you as we help you create a very memorable event.

**CONTRACT AGREEMENT WITH  
THE RANCH ON BEAVER CREEK**

**CLIENT**

Wedding/ Event Date: \_\_\_\_\_

Bride's Name: \_\_\_\_\_

Street: \_\_\_\_\_

City, State: \_\_\_\_\_

Zip: \_\_\_\_\_

Future Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Groom's Name: \_\_\_\_\_

Street: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Future Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**THE TERMS OF THIS AGREEMENT ARE ACCEPTED BY:**

Client: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Client: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Upon signature and verification of deposit funds, The Ranch on Beaver Creek reserves the time and date agreed upon, and will not make other reservations for that time and date. For this reason, all deposits are non-refundable, even if the date is changed or the wedding/event is canceled for any reason by the Client.

**A deposit of \$500.00 dollars is due upon signing of this contract. Ninety (90) days prior to the wedding and/or event, the balance is due along with the required insurance policy certificate, and Security Deposit of \$350. dollars.**

Please fill out this contract and mail it along with your deposit to:  
(Will accept check or money order)

THE RANCH ON BEAVER CREEK  
34296 KOWITZ RD  
LEBANON, OREGON. 97355

**Please call or e-mail to notify us that you are mailing in your contract so that we can reserve your wedding date in our books.**

(541)-451-5061 or (541)-974-0589

[philipmhowrey@centurytel.net](mailto:philipmhowrey@centurytel.net)

Thank You

Philip & Susanne Howrey