



Event Contract

Willow Pond Bed, Breakfast, & Events
E5490 North Shore Road, Weyauwega, WI 54983
(920) 867-2493

Venue Rental: \$3,500 Ceremony Only: \$1,400 Reception Only: \$2,500

Included With All Venue Rentals:

- Full use of grounds Friday after 1:00pm through 12:00pm on Sunday (Rehearsal space not included)
360 white ceremony chairs
26 (30" x 8') banquet tables (8-10 people per table)
7 (30" x 6') banquet tables
Bar
Garbage bags/receptacles
Parking Attendant

All room rentals are required with any reception booking: \$650 +tax (for reception night) *Sleeps 18

- Full Breakfast included for all rented rooms: Choose from menu options – return 2 weeks prior to event

A nonrefundable deposit of \$1,500 will be due at the time of booking. This deposit will be applied to your balance.

Other Terms & Conditions are as follows:

- 1. It is understood that a licensed bartender is required to serve any alcohol on the premises.
2. Balance of bill for event will be paid in full one week prior to reserved date.
3. Willow Pond, it's owners and staff, are not responsible for theft, damage to guest's property, or personal injury during the time of this contract.
4. Willow Pond holds responsible the undersigned party for any damage to floors and other furnishings as a result of abusive treatment by any person(s) attending the event.
5. It is understood that there is NO SMOKING or CANDLES ALLOWED in any of the interior areas of Willow Pond. It is permitted outdoors in designated areas.
6. Willow Pond reserves the right to ask that any disorderly person leave the property with no explanation.

Names/Bride & Groom: _____

Address: _____ City: _____ Zip _____

Phone: _____ Email: _____ Time of Ceremony/Reception: ____/____

Date of Event: _____ Type of Event: _____

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FAQ and polite requests from the staff here at Willow Pond.

- ❖ Campers are allowed for a charge of \$30 (Breakfast not included).
- ❖ Furnace in lower barn & LP Patio heaters available for cool nights (rental fee & charge per tank of LP).
- ❖ Please do not use silk/fake flower petals, tinsel, or confetti on the grounds or in the barn, these make for extremely difficult clean up.
- ❖ Fire and firewood available (\$20.00 charge).
- ❖ Please watch children – damages will be charged to the Bride & Groom
- ❖ Kitchen use available for a \$50.00 fee (please book in advance)
- ❖ 20 X 30 White Tent with sides available to rent for \$175.00