

Welcome to Taupo's Newest Wedding Venue,
Offering you Real Rustic Country Charm

The Barn



Congratulations on your Engagement!
Thank you for your interest into 'The Barn' for your forthcoming wedding.
Our wedding information and terms & conditions are enclosed for your consideration.



Lake Taupo has a new offering in rustic wedding venues, **The Barn**.

The Barn offers you a rural setting, yet is located only 15 minutes drive from Taupo. This authentic sheering shed, has been converted into a rustic wedding venue, offering real country charm which will impress your guests and create a setting you will remember forever.

Set amongst mature landscaped grounds, with native bush and lush open space, the property also includes a 4 hole golf course and offers many options for your ceremony setting.

The Barn has capacity for up to 150 guests, and offers the perfect location for both your ceremony and reception, with plenty of secure parking.

Enjoy the freedom of BYO alcohol, and the flexibility to arrange your own catering company. Which means you can cater for your wedding exactly as you want, and within your set budget.

The Barn works exclusively with Eventrent, to provide all the required hire equipment to create the perfect setting. Eventrent offer a large range of hire items which are available to compliment your event. They offer a range of services including, installation and pack down, floristry and décor hire.

We encourage you to come and inspect The Barn, so you gain an overview of the property. Should our wedding package options meet your requirements, we recommend you make a tentative booking at your earliest convenience. This gives you a period of 14 days of no-obligation right of refusal, and in the event we do not hear from you after this period we will release the space without notice.

We thank you for the opportunity of presenting The Barn as a possible venue for your wedding. If you require any further information or wish to arrange an inspection please do not hesitate to contact us at any time.

For further information, contact Trevor Read direct on 027 494 5660



The Wedding Package:

Venue Hire: \$20.00 per person
\$250.00 security charge / \$300.00 cleaning charge (optional)

The venue hire is exclusive of all hire equipment, food and beverages. A minimum venue hire fee of \$800.00 applies. Prices are GST exclusive, and are valid 01 April 2017 – 30 April 2018.



The Venue Hire includes:

- Exclusive use of The Barn (for up to 12 hours)
- Pre-event coordination
- Exclusive use of the surrounding grounds for your wedding ceremony

Additional charges:

- On-site security for the duration of your event (\$250.00).
- Optional commercial cleaning and rubbish removal (\$300.00).

- Sound systems (audio/dancing)
- Chivari chairs, with cushion (white)
- Wine barrels (whole & half sizes)
- Rustic / LED bar stations
- Wedding furniture – archways, signing tables, carpet runners, shepherd crooks, flowers & more!

ADD - Lighting Packages:

- 4 x festoon light strings (64m) including installation and removal - **\$249.00** OR
- 2 x crystal chandeliers and 24m of fairy lights, including installation and removal - **\$299.00**

ADD - Ceremony Package:

- 20 folding chairs or 6 bench seats or 8 hay bales
- Rustic registry table with two chairs
- Portable PA sound system with microphone
- 4 umbrellas with bases
- 4 wine barrels **\$399.00**

Book a Hire Package to complete your setting - Add \$10.99 pp. The hire package includes:

- Round guest tables (seat 8-9 comfortably) – Long trestle table options also available
- Long bridal table, with buffet skirting
- White folding chairs
- White or black linen tablecloths & napkins
- Delivery and collection

Additional Extras – POA

- Installation and removal services
- Centerpieces and decorations
- Dance floor (black, white or wooden)

Beverage Selection

We allow BYO wine and beer at The Barn, with no associated corkage charges.

Catering

The above setting fee is *exclusive* of food and beverage costs. We recommend two local catering companies – Bon Appetit and Yum Catering.

The Barn – Terms & Conditions:

The following general information and terms and conditions apply to all functions held at The Barn. We are happy to answer any queries you may have regarding this information.

Confirmation & Deposit:

Confirmation of a booking is required in writing or email together with a 50% deposit of total costs.

The receipt of confirmation and deposit shall constitute a binding contract between The Barn and the client.

A completed copy of these Terms & Conditions needs to be signed by both parties. Provisional bookings will be held for 14 days.

Cancellation:

Cancellation must be advised in writing. In the event that a function has to be cancelled, the following conditions apply:

1. For functions cancelled 6 months or more prior to the scheduled event, 50% of the deposit will be refunded.
2. For functions cancelled within 6 months prior to the function, the deposit will not be refunded.
3. If cancellation occurs within 30 days of the function's scheduled start, the full deposit will not be refunded and the client shall be liable for any additional costs that have already been incurred.

Guaranteed Numbers:

A minimum venue hire spend of \$800 + GST applies. Confirmation of final numbers attending the function must be given seven working days prior to the reserved date. Charges will be based on the number of people attending the function, or the guaranteed number, whichever is the greater.

Beverage:

BYO wine and beer is allowed at The Barn, with no associated corkage charges. Please note, no chilling facilities (fridge, chiller, ice) are provided on a BYO basis. Glassware is not included in the package, however is available from Eventrent at an additional cost. Please enquire direct.

Hours:

The package costs cover access for up to twelve hours, with an additional \$150.00 to be charged per hour should the event run any longer. Guests are to have left the venue by 1am, unless prior arrangements have been made.

Music:

We welcome all forms of entertainment, but for the consideration of our neighbours loud music must cease at midnight.

Venue Access:

Access to the venue for set up will be dependent on other events, however will be granted no later than 12pm on the day of the event. Ceremony rehearsals are welcomed, and times will be by mutual agreement. Please discuss details of this direct with The Barn.

Fireworks:

Due to the rural surroundings, fireworks are not permitted.

Catering:

The client is responsible to make their own catering arrangements. All associated equipment for catering purposes, including cutlery, crockery and serving ware is responsibility of the client to arrange. Eventrent can provide these items at an additional cost, please enquire direct for pricing and options.

Damage/Insurance:

Any equipment/items brought in by the client either rented or owned is their responsibility, whether hireage is arranged by the client or The Barn. The Barn will not accept any responsibility for damage or loss of equipment or merchandise left on the premises prior to, during or after the function, but will take every care.

Cleaning:

Pack-down, removal of all hire equipment and decorations, removal of all rubbish and cleaning of the venue is the responsibility of the client, and is to be done prior to 10am on the day following the event, unless prior

arrangements have been made. The client will need to provide all cleaning equipment on the self-clean basis. Commercial cleaning of the venue, including removal of all bottles and rubbish is available at an additional charge of \$300 + GST. All bottles and rubbish are to be put in the bins provided, regardless if on a self-clean or commercial clean basis.

Hire Equipment

Eventrent are the exclusive provider to The Barn for all hire equipment, including furniture, lighting and equipment. This excludes catering equipment, glassware, cutlery, crockery and decorations which maybe supplied by alternative hire companies.

Damage / Insurance:

The client is financially responsible for any damage sustained to property during functions, by any of their guests, invitees or third parties (e.g. contractors).

*PLEASE NOTE - The \$1500 security deposit paid (7 days prior to the Event date) will act as a bond to any damage caused, and will be refunded within 14 days after your Event date.

Compliance:

The client must conduct their function in an orderly manner, in full compliance with these terms and conditions, and within all applicable laws.

It is the clients responsibility to ensure that all attendees behave in an orderly manner during the event. It is agreed that guests comply with all reasonable requests where

necessary from The Barn personnel. The Barn reserve the right to exclude or eject any objectionable persons from the premises without any liability.

Force Majeure:

Where matters beyond reasonable control, impair or prevent The Barn from being able to perform their obligation, the client releases The Barn from any liability or loss, incidental or consequential to such matters.

Payment Terms:

A 50% deposit (of total charges) is required upon signing the contract, and acts as confirmation. The balance, plus an additional \$1500 security bond is due 7 days prior to the Event date.

Payment methods accepted include, cheque, cash or bank deposit.. Unless otherwise stated, prices are quoted exclusive of GST.

The \$1500 security bond is fully refundable within 14 days of the event, if no damage has occurred and all terms & conditions within this agreement have been adhered to.

All accounts are to be fully prepaid. Any additional charges incurred must be paid prior to departure by cash.

Security:

Due to the Health & Safety regulations, on-site security is required for the duration of the evening event/reception. This charge is additional to the venue hire at \$250.00 + GST.



I acknowledge that I have read and understood the above terms and conditions:

Main Contact Name: _____ Event Date: _____

Mobile: _____ Landline: _____

Email: _____

Postal Address: _____

Package Pricing:

Venue Hire: \$20.00 + GST per person / Estimated No of guests (minimum): _____

*based on estimated number of guests, and then re-calculated based on final guest numbers provided 7 days prior to wedding/event

Venue Cleaning: \$300.00 + GST Y / N Security Charge : \$250.00 + GST

Hire Requirements :

Contact Eventrent direct to book your hire package and required optional extras:

Eventrent

27 Miro Street, Taupo

07 378 6614

events@eventrent.co.nz

www.eventrent.co.nz

Signed Between – Client

Name: _____ Date: _____

Authorized Signature: _____

And

The Barn

Name: _____ Date: _____

Authorized Signature: _____

Please initial each page of this document, and complete the details requested on this page.

Return the full agreement to:

Trevor Read

down890@hotmail.com

591 Oruanui Road, Taupo

