



5081 Bauer Road, Hudsonville, MI 49426  
Ph: 616-669-1964 Fax: 616-669-2737  
events@postfamilyfarm.com

## Post Family Farm Facility Rental Contract

Event Location: ☐ 1915 Barn ☐ Pavilion Day \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_  
Contact Person \_\_\_\_\_ Organization \_\_\_\_\_  
Type of Event \_\_\_\_\_ Type of Group ☐ Families ☐ Adults # of Guests \_\_\_\_\_  
Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_ E-mail \_\_\_\_\_

**Reminder:** Groups renting our facility for the afternoon must depart by 2:00pm. Groups renting our facility for the evening may not arrive before 4 pm and must depart by midnight.

**Rental Price** (Excludes peak season weekend nights—see below)

Includes guest tables, 2 food tables, 1 display table, chairs, set-up, clean-up and use of our facilities for up to 4 hours

**PLEASE INDICATE WHICH PACKAGE YOU WOULD LIKE TO RESERVE:**

- ☐ **8' Banquet Table** (includes plastic table coverings) or ☐ **5' Round Table Style seating** (no table covering included)  
☐ Seating for up to 80 guests ☐ Seating for up to 150 guests ☐ Seating for 225 guests  
\$325 \$500 \$700  
☐ Add \$5/table for linens ☐ Add \$5/table for linens ☐ Add \$5/table for linens

**Peak Season Weekend Rental (May through October - our wedding season)** Seating for 150 guests

If you require seating for more than 150 guests, there is an additional charge of \$100/50 guests.

- ☐ **Friday Evening** ☐ **Saturday Morning** (depart by 2:00) ☐ **Saturday Evening**  
\$1500 \$1000 \$2000

**\*\*May not be reserved for more than 4 months.**

**Catering Set-up Fee** (No alcohol please)

- ☐ \$75 for preferred caterer: Catered Creations ☐ \$200 for all other caterers and potluck

**Please indicate which, if any, of the following extras you would like to include for your event:**

- ☐ **Tractor-drawn wagon rides** (2 wagons carrying 25-30 people each for 20-30 min.) \$80/1<sup>st</sup> hr, \$25/add'l hour # of hrs. \_\_\_\_  
☐ **Corn Maze** \$2/person (Minimum of \$20. Must also reserve tractor-drawn wagon rides) Only available in the fall.  
☐ **Horse-drawn wagon, sleigh or carriage rides** \$150/1<sup>st</sup> hr, \$25/add'l half hour # of hrs. \_\_\_\_  
(Wagon carries 20 guests, sleigh carries 14, carriage carries 4)  
☐ **Choose two of the above horse-drawn options** \$250 for the 1<sup>st</sup> hour, \$40/additional half hour # of hrs. \_\_\_\_  
☐ **Pony Rides** \$75 for 1 horse for 1 hour \$50 for the 1<sup>st</sup> 30 min. or each add'l hour &/or horse # of hrs. \_\_\_\_ # of horses \_\_\_\_  
☐ **Pumpkin Train Rides** \$60/hour, \$40 for 1<sup>st</sup> 30 minutes # of hours \_\_\_\_  
☐ **Lawn Games** \$50 (Corn hole, ladder ball, can jam & bocce ball)  
☐ **Barn Dance** \$200 for 1<sup>st</sup> hour, \$50/add'l hour We provide the caller. ☐ Line Dance ☐ Square Dance # of hrs \_\_\_\_  
☐ **Broomball** \$50 Available on our outdoor covered pavilion  
☐ **Sacks for Sack Races** \$15  
☐ **Centerpieces** \$4/table. We will provide & set seasonal centerpieces for your tables.  
☐ **Donuts** \$9.00/dozen Homemade Pumpkin Donuts (8 doz. min. in the "off-season") # of dozens \_\_\_\_  
☐ **Digital Keyboard** \$50 Rent our digital keyboard and hold a sing-a-long!  
☐ **Bonfire & Marshmallows** with roasting forks \$25/fire ring/hour . Approx. 20 people/ring, \$50 min. # of rings \_\_\_\_ # of hours \_\_\_\_  
☐ **Hot Chocolate** \$15/30 cup pot, cups included. # of pots \_\_\_\_  
☐ **Sound System/DJ Service** ☐ **Sound System only** \$150 ☐ **DJ Service** \$400/3 hours (includes sound system)  
☐ **U-Pick Pumpkins** (Fall) You create tickets at any value you choose for guests to purchase pumpkins. Ticket Value \$\_\_\_\_\_  
☐ **Wristbands** Fall only - Guests can join the fall fun Monday-Friday for \$5/person or Saturday for \$8/person.

### **Reservation & Deposit Agreement**

By signing below I acknowledge that I have contracted with Post Family Farm to host my event on the date indicated above and I agree to their reservation terms and conditions. My deposit (equal to 50% of my selected package) is due with this reservation agreement and is non-refundable if my event is cancelled with less than 2 months notice. Cancellations made with more than 2 months notice will be refunded the deposit less \$50 for office handling fees. Final Payment is due one week before event.

Signature \_\_\_\_\_ Date \_\_\_\_\_ Deposit amt. \_\_\_\_\_ Rec'd \_\_\_\_\_

**Estimated Final Bill:** Cost of Package: \_\_\_\_\_ + Cost of Add-Ons: \_\_\_\_\_ = \_\_\_\_\_

**Notes:** \_\_\_\_\_  
\_\_\_\_\_

**Caterer** \_\_\_\_\_ **Phone number** \_\_\_\_\_

**DJ** \_\_\_\_\_ **Phone number** \_\_\_\_\_

**Other** \_\_\_\_\_

### **Post Family Farm Rules**

No smoking, except in designated areas.

No open fires, except with express permission in designated areas. No fireworks.

No food or beverage may be brought in without prior approval.

**No alcoholic beverages may be brought in.** Some exceptions may apply - contact us for approval.

All persons using Post Family Farm facilities do so at their own risk. We are not responsible for personal injuries, damaged or stolen property.

No pets permitted on the premises.

No amplified musical instruments or generators without prior approval.

### **Statement of Liability**

Post Family Farm has gone to great lengths to ensure that our equipment, activities and facilities are safe. However, we realize that in spite of all of our precautionary measures, accidents may still occur. By voluntarily participating in an event at Post Family Farm, participants agree that Post Family Farm cannot be held liable for any accidents or injuries that occur due to negligence or recklessness on the part of our guests. Additionally, Post Family Farm is not responsible for personal property that is lost, damaged or stolen.

I have read the "Post Family Farm Rules" and "Statement of Liability," fully understand and agree to the terms, and sign it freely and voluntarily.

X \_\_\_\_\_

Date \_\_\_\_\_