

Mill Pond Farms Events LLC

(Today's Date: _____)

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Welcome to Mill Pond Farms! We are excited to help you plan your special day! With so many options to choose from, please review the pricing levels below to determine the best choice for your budget!

EVENT RENTAL RATES:

	Monday-Thursday	Friday	Saturday
Pricing Whole Facility	3200	3350	3500

Event Time Frame: 1-10 PM (1:00pm is the soonest you can get in the venue, and all guests must be gone by 10:00pm)

Potential Event Date: _____ Price: _____ Time Frame: _____

INCLUDED In Above Pricing:

Table/Chair Set-up and Takedown and Light Cleaning Done by Staff	\$250
Linens (15 tables total with main linen and runner. Ironed and washed!)	\$300

Options TO ADD:

Centerpieces for 10 Tables AND Ceremony Backdrop Décor w/ Aisle Ends Décor (Centerpieces based on \$25/table, \$350 for ceremony décor)	\$600
Alcohol Fee (does not include bartender or drinks)	\$500

Don't forget that by keeping/adding on these above options, all these things will be done before you arrive at the venue and will help save you lots of time and even some money!

SUMMARY:

- A non-refundable deposit of \$1500 is due at the time of booking. A separate, but potentially refundable, cleaning deposit (\$500) and damage deposit (\$500) is required of those paying with cash, check or Venmo. These deposits are implied if using a card to pay for deposit at time of booking.
- **In considering your time-frame, please consider setup, food prep, decorating time as it will be included within the total booking time frame (no extra free time will be given, but extra hours can be rented in certain circumstances).**

Thank you for your interest! In order to better server you, please fill out the information below:

Name: _____ Phone #: _____
Email: _____

How did you hear about us? _____

Don't forget to check us out on social media too and give us a like!

Facebook: @millpondfarmsevents
Instagram: @millpondfarms_events