

## The Green Roof Farm Wedding Rental Guidelines

### Rental

- Rental period for a Saturday wedding event will be from noon until 8:00 PM Friday and 8:00 AM until 11:00 PM Saturday.
- Our venues are for intimate occasions with no more than 100 guests.
- A \$250 deposit will be due at time of booking. This will go towards the total venue rental price.
- The remaining balance will be due 30 days prior to the event.
- A cancellation of 60 days prior to event will receive a full refund of amount paid. Canceling of the event less than 60 days will result in a forfeit of the \$250 booking deposit.

### Vendors

- As our client, you are free to choose any vendor of your liking. The Green Roof Farm provides only the venue space. Although we do not endorse any one vendor, we are happy to provide a list of area vendors and recommendations.

### Alcohol

- You are welcome to bring in wine and beer of your choice. You are also responsible for all behavior of your guests and we reserve the right to end any event when these rules are not followed.

### Smoking/Open Flame

- All open flames inside the barn are strictly prohibited. This includes smoking, candles, sparklers, etc.
- If your caterer requires a flame for indoor cooking, this will need to be pre-approved.
- Outdoor grills are welcome.
- No open fire pits.
- There is a designated outdoor smoking area for your use. Please ensure your guests only smoke in the designated area as this is an extreme fire hazard.

### Parking

- Parking will be limited to the designated area. Parking on the main road will be strictly prohibited. Please ensure your guest follow the parking guidelines.

### Music

- All types of music are welcome. All activities, including music, must stop by 11:00 PM.

### Set-up/Clean-up

- You are welcome to start setting up Friday at noon. The venue is also yours for the remainder of the day to use for rehearsal. If you choose to have your rehearsal dinner at the venue, please let us know in advance.
- The venue will need to be cleaned up of all personal items by 11:00 PM Saturday.
- If you have rented tables and chairs, they need to be cleaned up and off the premises by 11:00 AM Sunday. This will need to be added into your catering/equipment rental contract. We may also request a copy of your rental contact for our files.
- The Green Roof Farm is not responsible for any items left overnight.
- Trash needs to be bagged- we will carry it offsite.

### Photography

- You are welcome to use the venue for your engagement/bridal portraits. Please contact us for arrangements.
- The Green Roof Farm would love to use photos of weddings and events for our website and other advertisements. This will be at the client's discretion.

### General Rules of the Property

- You are welcome to bring in any decorations of your choosing. However, please be mindful not to use nails, screws or any other items that may damage the wood.
- There are live animals in the pasture. No petting or feeding.
- There is no air conditioner/heat in the barn. There are open windows and fans. Propane heaters are allowed at our discretion.
- The use of the Calhoun House is part of your rental. This is a great space for a bride and her bridesmaids. There is a restroom in the house.
- You are welcome to have the ceremony in the yard or in the barn.
- The Turnage House is strictly off limits. Pictures on the porch will be acceptable, but this area is not for guests.
- If you are having an event over 50 people, we do require that a porta-John is on site.
- The Green Roof Farm maintains the right to deny any rental.