



# ONE DAY OUTDOOR EVENT RENTAL AGREEMENT

That Pretty Place Bed & Breakfast  
Simon & Hannah Walsh, Owners & Operators  
212 US Highway 20 Middlebury, IN 46540  
574.825.5610 . InnKeeper@ThatPrettyPlace.com

### Guest Contact

First & Last Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_  
Email \_\_\_\_\_  
  
Event Date & Time \_\_\_\_\_

### Rate & Amenities

#### Amount Due:

**\$350**  
+ \$150 refundable deposit + 7% sales tax  
= **\$535 total**

#### Date Due:

\$150 deposit due at time of reservation.  
\$385 due 14 days prior to event.

\$150 deposit refunded within 24 hours after event,  
following inspection of the grounds.

#### Hours of Rental:

**Event Day**  
8a-10p

#### Rental includes:

- Use of the grounds
- Spacious guest parking area
- Access to the Pumpkinvine Bike Trail
- Electricity if needed

Located just 1/4 mile away is Grand Rental Station. They offer 10% off to our guests for up to \$1500 of your party needs, including tents, tables, chairs & more and free delivery. Guests are welcome to bring in their own tables and chairs as well.

### Policies

Smoking is prohibited. No Pets.

All set-up and cleanup from the event is to be completed during the rental hours specified in this agreement and all trash needs to be taken to our dumpster located on the exit road.

A deposit of \$150 is due at the time of reservation—this fee will be returned after inspection of the grounds 24 hours after the event. In the event that the reservation is canceled, this deposit is forfeited.

Total fee due 14 days prior to the event.

Port-a-pot is required for all reservations. Public restrooms are not available on site.

Please be advised that there is not a running water source available.

Bed & Breakfast guest rooms are not included in this package and must be reserved separately.

### Cancellation Policy

Notification of cancellation must take place 21 days prior to check-in to receive a full refund. A \$15 processing fee will be retained. Cancellations after this time frame are non-refundable.

### Billing Information

We do not accept personal checks. Accepted payment methods include cash & credit card.

\_\_\_\_\_  
Guest Signature

\_\_\_\_\_  
Guest Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
InnKeeper Signature

\_\_\_\_\_  
Date



## 3 DAY OUTDOOR EVENT RENTAL AGREEMENT

That Pretty Place Bed & Breakfast  
 Simon & Hannah Walsh, Owners & Operators  
 212 US Highway 20 Middlebury, IN 46540  
 574.825.5610 . InnKeeper@ThatPrettyPlace.com

### Guest Contact

First & Last Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Phone \_\_\_\_\_  
 Email \_\_\_\_\_  
 Event Date & Time \_\_\_\_\_

### Rate & Amenities

#### Amount Due:

**\$899**  
 + \$500 refundable deposit + 7% sales tax  
 = **\$1434 total**

#### Date Due:

\$500 deposit due at time of reservation.  
 \$934 due 14 days prior to event.

\$500 deposit refunded within 24 hours after event,  
 following inspection of the grounds.

#### Hours of Rental:

Pre Event Day	Event Day	Post Event Day
Set-Up 2p-10p	8a-10p	Clean-Up 8a-Noon

#### Rental includes:

- A Gift Certificate for a One-Night Stay to be used within 1 year
- Use of the grounds
- Spacious guest parking area
- Access to the Pumpkinvine Bike Trail
- Electricity if needed

Located just 1/4 mile away is Grand Rental Station. They offer 10% off to our guests for up to \$1500 of your party needs, including tents, tables, chairs & more and free delivery. Guests are welcome to bring in their own tables and chairs as well.

### Policies

Smoking is prohibited. No Pets.

A deposit of \$500 is due at the time of reservation—this fee will be returned after inspection of the grounds 24 hours after the event. In the event that the reservation is canceled, this deposit is forfeited.

Total fee due 14 days prior to the event.

Port-a-pot is required for all reservations. Public restrooms are not available on site.

Please be advised that there is not a running water source available.

Setup of grounds may happen the day before the event.

All cleanup from the event to be completed within 24 hours of the event and all trash needs to be taken to our dumpster located on the exit road.

Bed & Breakfast guest rooms are not included in this package and must be reserved separately.

### Cancellation Policy

Notification of cancellation must take place 21 days prior to check-in to receive a full refund. A \$15 processing fee will be retained. Cancellations after this time frame are non-refundable.

### Billing Information

We do not accept personal checks. Accepted payment methods include cash & credit card.

\_\_\_\_\_  
Guest Signature

\_\_\_\_\_  
Guest Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
InnKeeper Signature

\_\_\_\_\_  
Date