

# L A Z Y **LB** B E A R

**EVENT DATE:** \_\_\_\_\_

Wedding     Engagement Party     Vow Renewal     Other \_\_\_\_\_

## CONTACTS

BRIDE

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

GROOM

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

Wedding Planner:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Venue Manager:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## PACKAGES AND OPTIONS

### Wedding Access & Options

Thank you for considering us for your special day! To help us tailor our services to your needs, please review the following options and select those that best suit your vision. For complete descriptions, fees, and pricing, please refer to our wedding fee and bar pricing packets.

#### Wedding Access Selection:

- Forever Weekend Package – Details on Package Page – Must Initial**
- Lodge and Love Plus Package – Details on Package Page – Must Initial**
- Lodge and Love Package – Details on Package Page – Must Initial**
- Perfect Day – Details on Package Page – Must Initial**
- Midweek Magic – Details on Package Page – Must Initial**

**Event Name:** \_\_\_\_\_

**Event Date:** \_\_\_\_\_ **Start Time:** \_\_\_\_\_ **End Time:** \_\_\_\_\_

**Ceremony Location:** \_\_\_\_\_

**Reception Location:** \_\_\_\_\_

**Estimated Attendance:** \_\_\_\_\_

**Rehearsal Day:** (Forever Weekend Package, Lodge & Love Plus Package)

**Rehearsal Date:** \_\_\_\_\_ **Start Time:** \_\_\_\_\_ **End Time:** \_\_\_\_\_

**Dinner Location:** \_\_\_\_\_

**Estimated Attendance:** \_\_\_\_\_

### **Custom Wedding/Ala Carte Options:**

- Over 150 guests** (Number of guests: \_\_\_\_\_)
- Tables** (Number of tables: \_\_\_\_\_) over 20 tables
- Chairs** (Number of chairs: \_\_\_\_\_) over 150 chairs
- Tablecloths** (Number of tablecloths: \_\_\_\_\_) over 20 table clothes
- Napkins** (Number of napkins: \_\_\_\_\_) 150 Napkins
- Additional Rental Hours** - \$350
- Clean Up Service** – Included with Forever Weekend Package  
Available for purchase with other packages
- Windowed Tent** – \$1,900
- Porta Potty Rental** - \$300
- Shuttle Service** - \$90 per trip
- Trap Shoot:** (Number of guests: \_\_\_\_\_) Included with Forever Weekend Package  
Available for purchase with other packages - \$40 per round, shells included, \$20 per gun rental
- RV Dry Camping** (Number of RV spots: \_\_\_\_\_) - \$40

### **Bar Options:**

Please see our Bar Options & Menu for detailed selections, pricing, and policies.

## PAYMENT AND FORMS SCHEDULE

To ensure a smooth planning process and successful event, please adhere to the following payment and document deadlines. For your convenience, you can find the details below:

Item	Date Due	Paid	Date Due
50% of Rental Fee	_____	<input type="checkbox"/>	Upon Signing to Reserve Event Date
Balance of Rental Fee	_____	<input type="checkbox"/>	90 Days Before Event Date
\$300 Security Deposit	_____	<input type="checkbox"/>	90 Days Before Event Date
Caterer Responsibility Form	_____	<input type="checkbox"/>	30 Days Before Event Date
Certificate of Insurance	_____	<input type="checkbox"/>	30 Days Before Event Date
Plot Plan	_____	<input type="checkbox"/>	30 Days Before Event Date
Post-Invoice	_____	<input type="checkbox"/>	Payable 30 Days After Event Date
Bar Tab	_____	<input type="checkbox"/>	Must have a credit card on file. All other bar tabs must be paid in full when bar closes at the end of the event. Pre-purchase orders included.

### Send Payments to:

#### Lazy Bear Ranch

612 Unity Lane  
 Weiser, ID 83672  
 Phone: 208.550.0440

**Payment Options for Venue Access: Cash, Check, or Credit Card (A credit card convenience fee of 2.9% will be applied to package credit card transactions.)**

## GENERAL

### Event Guidelines and Contract Terms for Lazy Bear Ranch

**1. Designated Contact Person:**

To commence this contract, please designate a “DAY OF EVENT” contact person or wedding planner who is not a member of the wedding party.

**2. Respect for Facility:**

Lazy Bear Ranch is both a beautifully maintained event venue and a private residence. As the “Eventer” (or “Eventers”), you and your guests are asked to respect the facility and its staff at all times. Please confine yourselves to the designated areas outlined in this contract.

**3. Parking and Driving:**

For the safety and upkeep of our grounds, please ensure that all vehicles are driven and parked only in the designated areas. Driving or parking on other parts of the property is not permitted.

**4. Delivery and Pickup Schedule:**

All deliveries and pickups must occur within the specified Event Time. Any transactions outside this timeframe will incur an additional fee of \$200 per hour.

**5. Child Safety:**

For the safety of all attendees, children must be closely supervised, particularly around water areas.

**6. Exit Toss Guidelines:**

While we encourage a memorable exit toss, please adhere to our guidelines: rice, birdseed, silk flowers, and fireworks (including sparklers) are not allowed. Bubbles, balloons, colored smoke bombs, and flower petals are encouraged. Should you have other ideas, feel free to discuss them with us. The Eventer will be responsible for the cleanup of all exit toss items.

**7. Alcohol and Beverage Service:**

All alcoholic and non-alcoholic beverages must be provided and served by Lazy Bear Ranch. **Please be advised that outside alcohol is strictly prohibited at Lazy Bear Ranch.** Any such alcohol will be retained until after the event, or the guest may be asked to leave the premises. This includes the Ranch in its entirety, not just the venue area. A fee of \$250 will be assessed if this policy is not followed. Eventer is responsible for any violations by their guests.

**8. Venue Planning Support Policy:**

As part of your event package, you are entitled to a total of five (5) hours of planning support with the venue manager. This includes a two-hour walk-through of the venue prior to your event date, which must be attended by your designated wedding planner or coordinator.

Should you require additional support beyond the included five hours, venue manager time is available at a rate of \$100 per hour, billed in quarter-hour increments.

Please note: Any scheduled appointment for planning support in which you do not attend (“no-show”) will count as one of your allotted visits. Throughout the year, we may offer open-house walk-through opportunities: all clients will be notified of these events as they are scheduled.

**9. All Rights Reserved:**

Lazy Bear Ranch reserves the sole discretion to approve or deny, all plot plans, decorations, layouts, timelines, and any event plans not expressly conveyed in detail in this contract.

## **CLEAN UP**

- 1. Cleaning Responsibility:** All areas must be cleaned within the rental period, unless your contract specifies otherwise. If your package includes a next-day clean-up, it must be completed by 9:00 am. Ensure all décor trash is bagged and placed in the dumpster.

2. **Smoking Areas:** If smoking is permitted, a designated smoking area must be used. All cigarette butts and other remnants must be cleaned up and placed in the dumpster.
3. **Busing of Tables:** The Eventer is responsible for busing tables. Lazy Bear Ranch can arrange for additional staff if required, provided this is agreed upon in advance.
4. **Additional Charges:** A \$100 charge per occurrence will be added to the post-event invoice for:
  - Clean-up of vomit
  - Damage caused by unruly behavior (e.g., broken beer bottles, dumped food)
  - Extensive messes in restrooms

In such cases, Lazy Bear Ranch staff will inform the contact or planner and document the issue with photos.

## CATERING

1. **Event Timing:** All catering setup and breakdown activities must be completed within the designated Event time frame.
2. **Arrival Requirement:** We require that caterers arrive at Lazy Bear Ranch no less than one hour prior to the commencement of the ceremony.
3. **Food Removal:** It is imperative that all food is removed from the premises following the conclusion of the Event.
4. **Commercial Kitchen:** Use of our fully equipped commercial kitchen is available for all your catering and food preparation needs at an hourly rate.
5. **Refrigeration Access:** Access to refrigeration is permissible, provided that it is arranged and confirmed with the Venue manager prior to the Event.
6. **Caterer Responsibilities Form:** A signed Caterer Responsibilities Form must be submitted to Lazy Bear Ranch no later than 30 days before the Event.

## DECORATIONS

1. **Modification Restrictions:** Renters, designers, decorators, florists, and wedding planners are prohibited from making fundamental alterations to the appearance, characteristics, plants, or amenities of Lazy Bear Ranch. We reserve the right to deny any special requests that involve such changes.
2. **Table and Chair Placement:** Changes from the agreed upon plot plan are accommodated at an additional cost of \$20 - \$100 per occurrence.
3. **Attachment Restrictions:** Zip ties and floral wire are the preferred methods for placing decorations. The use of staples, nails, tape, or glue on buildings, plants, or trees is strictly prohibited without prior consent.
4. **Work Order Changes:** Each change made to a confirmed work order will incur a \$50 service fee per occurrence.

## ACCESS FEE AND SECURITY DEPOSIT PAYMENTS

1. **Reservation Deposit:** A deposit of 50% of the Total Event Fee, along with a signed contract, is required to secure your Event Date.

2. **Pricing Guarantee:** The deposit ensures that the pricing remains as quoted. Please note that pricing is subject to change annually, with updates occurring on January 1st.
3. **Final Payment and Security Deposit:** The balance of the Total Event Fee, along with a \$300 refundable security deposit, must be received by Lazy Bear Ranch no later than 90 days prior to the Event Date. Failure to make these payments on time will result in the cancellation of the reserved Event Date, with 50% of the Total Event Fee being forfeited.
4. **Security Deposit Usage and Refund:** The security deposit is held to cover potential damage, special cleaning, and to ensure adherence to the contract. Provided all contract conditions are met, the security deposit will be refunded within four weeks following the Event Date, minus any costs for special cleaning, breakage, or excessive hours beyond the agreed Rental Time(s). The security deposit does not limit Lazy Bear Ranch's right to charge additional fees for damages, special cleaning, or excessive hours beyond what is covered by the deposit.
5. **Refund Details:** In the event that a refund is necessary, please specify the payee's name, address for sending the refund, and a phone number for any necessary follow-up.

## **CHANGE OF DATE – CANCELLATIONS – LIQUIDATED DAMAGES**

1. **Cancellation Policy:** Should you cancel your reservation, written notice is required. If cancellation occurs 90 days or more before the Event Date, Lazy Bear Ranch will retain 50% of the Total Event Fee as liquidated damages, and the security deposit will be refunded. Venue Manager consulting fees are non-refundable. For cancellations made less than 90 days prior to the Event Date, Lazy Bear Ranch will retain the entire Total Event Fee as liquidated damages. It is acknowledged and agreed by both parties that determining actual damages from a cancellation is impractical or exceedingly difficult. Consequently, 50% of the Total Event Fee or the entire Total Event Fee, as applicable, is deemed a reasonable estimate of Lazy Bear Ranch's damages.
2. **Liquidated Damages and Additional Obligations:** The retained amounts as liquidated damages are specific to the cancellation and do not limit or affect (i) any obligations of the Event Organizer that explicitly survive termination of this agreement or (ii) Lazy Bear Ranch's right to recover attorney's fees and costs necessary to enforce such obligations or to secure or retain the security deposit or Total Event Fee. A change of date is treated as a cancellation.
3. **Change of Date:** If a date change is approved by Lazy Bear Ranch, the new date will be subject to the rental fee in effect at the time the change is made.
4. **Contingencies:** The rental of Lazy Bear Ranch is contingent upon its ability to perform and is subject to events including, but not limited to, acts of God, extreme weather, war, terrorist activities, government regulations, labor disputes, accidents, or other causes beyond Lazy Bear Ranch's reasonable control. In such circumstances, Lazy Bear Ranch's liability is limited to the refund of any sums paid in advance, and Lazy Bear Ranch shall not be liable for any additional damages.

## LIABILITY & EVENT INSURANCE

1. **Compliance and Conduct:** You agree to ensure that all members of your party adhere to Lazy Bear Ranch's rules and policies. Lazy Bear Ranch reserves the right to request the removal of any guest who engages in unruly behavior or refuses to comply with the established rules and policies.
2. **Property Responsibility:** You are responsible for safeguarding your own property, including gifts, clothing, jewelry, money, electronics, as well as that of your guests. Lazy Bear Ranch assumes no responsibility for loss, theft, or damage to personal property.
3. **Insurance Requirements:** A Certificate of Insurance, naming Lazy Bear Ranch, LLC as "Additional Insured" with a minimum liability coverage of \$1,000,000.00, must be submitted no less than 30 days prior to the Event Date. If alcohol is served, this must be explicitly stated in the Certificate of Liability. Outside entertainment features, such as mechanical bulls, bounce house, zip lines, etc. must be specifically stated on your insurance policy.
4. **Safety and Security:** You are entirely responsible for the safety and security of your guests, as well as for any injuries or property damage they may cause or sustain during the Event.
5. **Damages:** You agree to cover any damages to Lazy Bear Ranch's property, including plantings and grounds, that exceed the amount of the damage/cleaning deposit specified in this contract.

## RELEASE

By signing below, you acknowledge and agree to the following:

1. **Indemnification and Liability:** You, the undersigned, agree to hold harmless and indemnify The Lazy Bear Ranch, LLC, Tim Wrightman Family, its tenants, staff, partners, and agents from any and all liability or claims arising from your use of The Lazy Bear Ranch as specified in this contract and any discussions related to ground use.
2. **Responsibility for Guests:** You understand that you are fully responsible for the safety and security of your guests, as well as for any injuries or property damage caused or suffered by you or your guests.
3. **Property Damage:** You agree to cover the cost of any damage caused by yourself or your guests to the property, plantings, and grounds of The Lazy Bear Ranch.
4. **Insurance:** You agree to provide a Certificate of Insurance with a minimum coverage of \$1,000,000.00 for the day of the event. The Lazy Bear Ranch, LLC must be named as an additional insured, and the certificate is due **30** days prior to the event.
5. **Binding Agreement:** This contract is binding upon the responsible party/lessee. By signing, you confirm that you have read, understand, and agree to all terms and policies outlined in this contract.

## SIGNATURES

Eventer has read, agrees to, and will comply with all policies.

Eventer:

Lazy Bear Ranch Representative:

Printed Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Relationship: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## OPTIONAL IMAGE RELEASE

I hereby give my consent for Lazy Bear Ranch to use my likeness, including that of my guests, in its publications, advertisements, websites, social media, video clips, and other marketing materials. I release Lazy Bear Ranch from any expectation of confidentiality regarding these images.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### Items on Post-Invoice:

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### Additional Notes:

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