



Welcome to Barn Star Events at Jonathan Creek near Waynesville, North Carolina

Thank you for your interest in having your wedding at the Barn Star Events. Our facility is not only filled with tradition but is sure to be the perfect location for your perfect wedding. Our barn has been in the Boyd family since it was built in the 1940s by our Grandfather, Julius Boyd and was used for the Angus cattle he raised. His son Charles and his grandson, Brian have carried on a proud tradition of farming, landscaping and as growers of Fraser Fir Christmas trees for many years. Barn Star Events was restored and remodeled by Brian and is carefully managed by him and members of his family. Barn Star Events newly opened in the summer of 2017 and is available for use, primarily, April - December (may be unavailable in winter). As part of our introduction to the wedding venue market of western North Carolina, we have special offers in our rates. You will quickly find that Barn Star Events is the best venue, with the most space and seating and convenient level and close parking for the money. Mostly, though, We pride ourselves on our exceptional service.

Your wedding is special and we want to say, we are honored and humbled to be part of any bride and groom's wedding day. What we feel is important about Barn Star Events is that you have more control over the investment you are making. Your contract to use our facility does not restrict you to use of our catering, linen, beverage service, etc.; but rather lets you put in place style and service that best suits your taste and financial needs. However, we do have contractual guidelines to consider for safety and security of our property and you and your guests. For example, caterers must be from a state inspected food catering institution and hold a passing sanitation grade. Serving alcoholic beverages requires guidelines of only beer and wine and must include an additional \$200 for additional on-site surveillance and we require individual event insurance coverage be provided.

Barn Star Events Wedding Ceremony & Reception Facility Fees

Friday (2PM - 10PM) & Saturday (10AM-11PM) - \$2,500 for 175 seats for outside ceremony seating & 175 inside reception guest only (additional guests will set up outside only at a charge of \$5 per person, with a required tent rental, up to an additional 100 guests).

Sunday Rental Only - \$1,800 for 175 seats for outside ceremony seating & 175 inside reception guest only (additional guests will set up outside only at a charge of \$5 per person, with a required tent rental, up to an additional 100 guests).

Note: Wedding Ceremony w/ Reception Fees includes:

- ❖ Outdoor Ceremony Area with available seating of up to 175 white chairs; additional seating will be made at a charge. Alter/arbor or bridge for setting. **(Note: No cover or tent will be provided either for free or via rent by Barn Star Events in the event of rain or adverse weather. Rental or use must be arranged separately by you and approved by Barn Star Events. In the event no tent is provided and rain occurs creating last minute reordering of chairs and service an additional \$500 will be added to the final invoice.**

- ❖ An amazing, authentic barn and setting for your wedding with many convenient and wonderful amenities
- ❖ Ample time for set-up rehearsal and event (both Friday & Saturday for a Saturday wedding)
- ❖ Tables (25 - 8 foot tables & 6 - 6 foot tables) and chairs to accommodate 175 guests **in the barn**; setup and take down included (additional seating outside only and at additional cost). We have white table clothes available for use at no charge. Other colors and decorations are up to you.
- ❖ Sign-in table, gift table, etc., designated cake area
- ❖ Bridal dressing area
- ❖ Restrooms in the barn
- ❖ Catering space with staging area for caterers & buffet-style serving area with stove, microwave, large commercial icemaker, sink and refrigerator with small freezer.
- ❖ Dance floor area
- ❖ Sound/speakers and sound board provided inside the barn only with microphone
- ❖ Flat convenient parking for all guests; all areas handicap accessible
- ❖ Very easy convenient location for all guests to locate and travel to and from
- ❖ Hosts on site to aid and assist in friendly and helpful manner
- ❖ Parking attendants
- ❖ Trash removal (must be bagged and left for pickup)

Weddings, Rehearsal Parties and Other Private Events:

Each event will have a defined **START** time and a defined **END** time. Decorators, florists, bakers, wedding parties, etc. only will be allowed into the property prior to event **START** time. Events that run past event **END** time will be billed \$400 for each additional hour on site. **ALL** private events at Barn Star Events must **end by 10:30 PM with facility and parking areas cleared by 11:30 PM**. Although we encourage clients to be innovative and creative with event themes and décor, we ask that you follow these few guidelines:

- ❖ **NO OPEN FLAMES MAY BE USED IN DECORATING OR IN ANY PART OF THE RECEPTION EVENT.**
- ❖ **NO SMOKING** in the barn area or in the parking area/field area. There will be a designated smoking area available. Please keep in mind you are responsible for this historic wooden structure that is in a hay field while it is in use for you event!
- ❖ After wedding receptions please use bubbles, bird seed, flower petals, etc. at departure of the newlyweds. Any other materials (i.e. spray string, confetti or other non-natural items) will result in a \$500 clean up fee to the client.
- ❖ No helium balloons, Chinese lanterns (or other flammable items), no-floating release items – we are a working farm with farm animals.
- ❖ Décor plans should be clarified with sales representative prior to event.
- ❖ Reception events going past the time allotment will be charged \$100 per additional hour.

Deposits and Payment Policy:

To secure a date at the Barn Star Events, we will accept a \$1,000 nonrefundable deposit. After receipt of this deposit, our staff will provide a payment timeline listing future payment details. During this time, we will confirm all event details and issue a contract. Guaranteed guest count is required 16 days prior to

your event. Client will be charged a late fee for overdue invoices. Final charges will be based on this amount and are due and payable 7 days prior to event date. If final payment has not been received 7 days prior to event date, payment must be made using certified funds. If the Rental Fee is not paid in full 5 business days prior to the event, we reserve the right to cancel the event without refund of any amount. Any event charges accrued during your event will be due and payable at the conclusion of the event. We accept Checks, Cash, MC, Visa, and Discover via PayPal. In the event that any check is returned by the financial institution, or a credit card is declined, Client must arrange for alternate payment within forty-eight (48) hours of notification and will be responsible for the rejected amount. If the payment is a returned check, a fee of \$35 will be charged. A charge of an additional 3% will be added to all credit card transactions. A credit card must be provided, with no charges placed, in the event of excessive damage to the barn or grounds which we will make you aware of with the charge amount before applying to the card.

Forms & Payments should made-out and sent to:

Brian Boyd (Owner Barn Star Events)

2436 Jonathan Creek Road

Waynesville, NC 28785

Cancellation Policy

All payments and deposits are non-refundable. Events that have gone to contract and cancel within 90 days of their event will be liable for 50% of the remaining balance due. Clients that cancel within 30 days of the event will be billed for payment in full.

Inability to Perform

In the event that Barn Star Events is unable to fulfill its obligations as described in this sales contract caused by reason of fire or other casualty, or act of God, and such casualty results in partial damage or total destruction to the building(s) or premises in question, Barn Star Events shall first offer to fulfill the obligations of this contract through one of our other venues, if available. If this is not acceptable to the client we will offer to reschedule the event at Barn Star Events on a future date allowing appropriate time for repairs to the facilities, or refund to the client any monies received with the signed contract.

Outside Vendors

At Barn Star Events, we support other local businesses. We can provide a list of caterers and area restaurants that provide catering, but coordination, setup, payment and execution of food, beverage, decorations, linens, bakers, musicians, etc. are solely and completely up to you. Any outside vendor that requires special electrical hook-ups, unique animals, special attractions, etc. must be made aware in advance to Barn Star Events and approved for us, as well as, you must provide full details regarding their role in any particular event (i.e. contact name and phone number, arrival/set up time, etc.) Vendors, photographers & decorators, etc. are allowed into the facility no earlier than 2 hours prior to event time. Caterers must be from a state-inspected food institution and currently hold a passing sanitation grade. Music played at your event must be kept at a reasonable and respectful level for our community.

Alcoholic Beverages

Barn Star Events demands strict adherence to state laws regarding alcohol consumption during your event. The serving of alcohol (**ONLY BEER & WINE**) at your event will require payment of an additional \$200 for an on-site monitoring & additional setup area: alcohol service (**NO SERVING TO ANYONE UNDER THE AGE OF 21**), alcohol consumption, behavior and the parking area. Our alcohol policy will be posted throughout the barn. A copy of this policy will be included in your confirmation paperwork. If you decide to offer alcohol during your event, please must understand and adhere to the following:

a. Any and all liabilities arising from the consumption of alcoholic beverages on the premises are the responsibility of the Client. All North Carolina State Laws and Federal Laws must be adhered to at all times.

b. Clients are responsible to obtain a Limited Special Occasion Permit for the Event AND separate Event Insurance policy when alcohol of any type is being served. Permits may be obtained at www.nabc.com. Client must provide a copy of this permit to Barn Star Events.

c. Service requirements are as follows:

i. All alcohol must be served only by the licensed bartender hired for the event. Bartenders are not provided by Barn Star Events. The licensed bartender can NOT be a friend or relative of the wedding party.

ii. No alcohol can be served unless there is also food provided.

iii. Service will be closed at least 30 minutes before Client's tear down time begins.

iv. Barn Star requires a minimum of one (1) bar staff person per 100 guests - no exceptions.

Note: This is a minimum requirement, additional staff may be necessary to ensure adequate service levels at an additional cost depending on the number of guests. These basic rules apply to the serving of **beer and wine only**.

d. Barn Star Events reserves the right to evict Clients and/or their guests from the property or to close the bar at any time during the event. **Guests will NOT be allowed to bring their own alcohol to the event. Additionally at NO TIME will any guests be allowed to return or go back and forth to their vehicle during the event and will be monitored by security.** Also a separate and extensive agreement will be provided for your review and agreement in the confirmation paperwork as well.

Note: Vendors that are not pre-arranged with Barn Star Events will not be allowed on property at the time of the event.

Wedding Rehearsals

Wedding Rehearsals are included with Saturday booking with ample time in advance for decorating. Sunday bookings must rehearse, set-up, hold the event and cleanup all in the Sunday rental, hence the reduced rate. There is a flat charge for wedding rehearsals outside of this time of \$300, and an hour maximum.

Safety and Security

As mentioned, Barn Star Events staff will be onsite during your event to assist with parking, guest services, etc. A security officer is **REQUIRED** at all private events where alcoholic beverages are served; \$200.00 per event. Our staff will do everything possible to ensure that your guests enjoy themselves while visiting Barn Star Events. They will also do everything possible to keep your guests safe from harm, especially drinking and driving. We do not support underage drinking and reserve the right to check I.D. as well as refuse service to anyone showing signs of extreme intoxication and reserves the right to alert local law enforcement whenever necessary.

Damages to the Facility

The client will be liable for any and all damages to the facility or grounds that occur during the event, except for accidents/damages that may occur due to negligence on the part of the Barn Star Events staff. Damages also include rental items found missing/stolen/damaged during the Event.

Right to Photograph

Barn Star Events reserves the right to photograph any event in a "non-specific" manner in order to obtain images of our event facilities in use. These photographs may be used in general promotional materials including Web site photo galleries, etc.

Barn Star Events – Wedding- Information and Rental Agreement

Complete & Return this page ONLY with deposit to hold your date

Client acknowledgement:

By signing below, I _____, acknowledge that I have read and understand the Barn Star Events General Policies, and will adhere to all guidelines set forth within. Client Signature:

_____ Date: _____

***Additional forms, agreements and schedules to follow after deposit and event date confirmation.**

Barn Star Events at Jonathan Creek near Waynesville, North Carolina

General Information (Complete and return this form with deposit to the address below. Please note: NO DATE IS HELD OR CONFIRMED UNTIL THIS FORM AND DEPOSIT IS RECEIVED AND YOU ARE NOTIFIED BY BARN STAR EVENTS.)

Name of Applicant: _____

Name of Event: _____

Mailing Address: _____

Cell Phone: _____ Text: Y or N Work Phone: _____

Email: _____

Preferred method of contact: _____

1st Choice Date: _____ 2nd Choice Date: _____

Possible time of wedding: _____

Name of Individual Financially Responsible for Event: _____

Mailing Address: _____

Cell Phone: _____ Text: Y or N Work Phone: _____

Email: _____

Payment form: _____ \$1,000 Deposit included

Guest Estimate: _____ Alcoholic Beverages to be Served: Y or N

Special Requests or Instructions:

Mail To:

Barn Star Events

2436 Jonathan Creek Road

Waynesville, NC 28785

