



## 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 has since, not only hosted weddings but parties, gatherings and community fundraisers as well. 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 and our upfront pricing, with no surprise additional costs.

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, serving alcoholic beverages requires guidelines of only beer and wine and must include an additional \$200 for every 100 guests for additional on-site surveillance and we require individual event insurance coverage be provided. Additional charges may apply but we will make every effort to keep you informed of these before your final invoice.

### Barn Star Events Wedding Ceremony & Reception Facility Fees

Friday (10AM - 10PM) & Saturday (10AM-11PM) - \$3,500 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).

Sunday Rental Only - \$2,800 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).

#### *Note: Wedding Ceremony w/ Reception Fees includes:*

- ❖ Outdoor Ceremony Area with available seating white chair seating (no pews; outdoor benches relocated with a fee) 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 A CONTINUAL 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); (No storing of wedding items before or after event. Items left will result in \$50/day charge)
- ❖ Tables (20 - 8 foot tables & 6 - 6 foot tables) and chairs to accommodate 175 guests **in the barn**; setup and take down<sup>5</sup> included (additional seating outside only and at additional cost). White table (8ft, 6ft

or round where appropriate) clothes available for use (up to 20; additional at charge). Placement of table clothes and décor are your obligation, however we do have options available for additional fees. Other colors and decorations are up to you.

- ❖ Sign-in table, gift table, etc., designated cake area, drink area & outdoor optional beer/wine serving area with additional charge for serving
- ❖ Amazing picturesque settings and props for photography including antique tractors, etc.
- ❖ Outdoor picnic table seating with umbrellas, corn-hole boards for guest enjoyment, etc.
- ❖ Bridal dressing area that is air conditioned
- ❖ Restrooms in the barn that are handicap accessible
- ❖ 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 system and sound board provided inside **the barn only with microphone for use**
- ❖ Flat convenient parking for all guests; all areas handicap accessible & parking attendants
- ❖ 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 during wedding day
- ❖ Meeting time (**up to 1.5 hours**) for planning with additional vendors; additional time will be charged
- ❖ Trash removal (must be bagged and left for pickup)
- ❖ *A list of additional amenities available for a fee* Initial \_\_\_\_\_

#### 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, **REAL** 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 including **MOVING** or **HANGING ITEMS** should be clarified with sales representative prior to event.
- ❖ Reception events going past the time allotment will be charged \$100 per additional hour.
- ❖ **BARN STAR EVENTS IS NOT RESPONSIBLE FOR IRRESPONSIBLE ACTIONS OF GUESTS. ALL CHILDREN MUST BE MONITORED AT ALL TIMES AS THIS IS A WORKING FARM WITH ANIMALS, FENCING, RUNNING WATER, ETC.**

#### Deposits and Payment Policy:

To secure a date at the Barn Star Events, we will accept a \$1,500 nonrefundable deposit that goes towards your full rental amount. After receipt of this deposit, we will confirm your wedding date and usage of the barn.

During this time, we will confirm all event details and issue a contract if needed. **Guaranteed guest count is required 16 days prior to your event. Money owed for base rental is due 14 days prior to the wedding/event date**, we reserve the right to cancel the event without refund of any amount if not paid by the event. Client will be charged a late fee for overdue invoices. Additional charges that may arise from additional guest, alcohol use that was not indicated initially, extra cleanup or guest overage/damage will be communicated and charges accrued will be due and payable within full 7 business days following the event or a collections process will begin. 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. We request a credit card, 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**

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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.) **ANY FOOD TRUCKS NEED TO BRING AND USE THEIR OWN GENERATOR AS WE DO NOT HAVE RESOURCES TO POWER THAT EQUIPMENT.** Vendors, photographers & decorators, etc. are asked to work with us in a courteous and respectful manner. Caterers are encouraged to be from state-inspected food institution and currently hold a passing sanitation grade, however, if you choose not to do so, any food-born illness or contamination/sickness of any guests is NOT our responsibility and Barn Star Events WILL NOT be held liable. Music played at your event **MUST BE DONE BY A DESIGNATED DJ AND HE OR SHE PRESENT AT LEAST 45 MINUTES BEFORE THE EVENT** If not, and Barn Star Event staff must assist with music in any way, an **additional charge of \$200 will be billed.** Music must be kept at a reasonable and respectful level for our community.

### **Alcoholic Beverages**

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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 per 100 guests and an additional \$100 for every 100 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](http://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 an approved Barn Star Events staff hired for the event which we assign.
  - 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. (i.e. 200 guests = 2 servers = \$400, etc.)

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 not in compliance with the conditions of Barn Star Events will be asked to leave and not be allowed on property at the time of the event or future events.

### Wedding Rehearsals

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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. **Any additional clean-up time, primarily resulting in carry-over to the next day will be charged an additional \$500. 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 staff/security are **REQUIRED** at all private events where alcoholic beverages are served; \$200.00 per every 100 guests 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 (including those of your guests) 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. You agree to each area of regulations and understand that without complying with our alcohol policy, music policy, time and usage of the and items and property AND that you will be responsible for additional charges that can and will be billed following your event with or without prior warning as this agreement serves as your information.

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.)**

Bride's Full Name: \_\_\_\_\_

Groom's Full Name: \_\_\_\_\_

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

Cell Phone: \_\_\_\_\_ Text: Y or N Work Phone: \_\_\_\_\_

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

Preferred method of contact: \_\_\_\_\_

Groom's Cell Phone: \_\_\_\_\_ Groom's Email: \_\_\_\_\_

**Wedding Date:** \_\_\_\_\_ **Wedding Time:** \_\_\_\_\_

Name of Individual Financially Responsible for Event: \_\_\_\_\_

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

Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Payment form: \_\_\_\_\_  \$1,500 Deposit included

Credit Card # \_\_\_\_\_ Name on Card \_\_\_\_\_

Exp Date \_\_\_\_\_ CVC Code \_\_\_\_\_ (Only charged in event of damage)

Guest Estimate: \_\_\_\_\_ Alcoholic Beverages to be Served: Y or N; If Yes, Additional Event Liability Insurance: Y or N Coverage Info: \_\_\_\_\_

Special Requests or Instructions:

\_\_\_\_\_  
\_\_\_\_\_

**Mail To:**

**Barn Star Events  
2436 Jonathan Creek Road  
Waynesville, NC 28785**



*\*Packet Updated 10/07/19 - Previous Information will not be honored.*