

Full Serviced Event Contract & Info. for The Black Lantern Ranch & Retreat, Inc. (Black Lantern Resort)

Call/Email to check available dates. 612-812-7309, TheBlackLanternINC@gmail.com

\$500 Non-Refundable Down Payment & Contract by January 31st:

We must receive the \$500, non-refundable down payment with signed contract to secure your dates by January 31st the year of your wedding. When the check fully clears our bank account and we have this signed/completed wedding contract we can reserve the dates the event party wants at the Black Lantern. Checks can be made out to "Black Lantern Resort" and sent to (during Summer): 26844 320th Street- Shevlin, MN 56676. OR DURING WINTER: 4152 285th Avenue NW Isanti, MN 55040. If we have not received the down payment and contract, the date can be given to a different event party. The Name, Address and Contact info. of the individual responsible for paying for the wedding is considered the "renter" and must sign this wedding contract. The credit card holder below must be fully responsible for damages and/or fees, and sign below to agree to this policy. The non-refundable down payment will be applied to the total bill. A receipt can be sent upon request to the renter. ***Keep copies of this completed signed contract for yourself, if you need copies, we can furnish you with them. *****PRICE CHART CHANGES:** You may delete **certain** items denoted with asterisks, on the price chart for a full refund of that item. Changes happen! This gives us time to cancel items without Black Lantern incurring a loss or possible fee. A bonfire must be deleted from the bill by Tuesday morning, the week of your wedding, for full refund of just the bonfire because we have to start harvesting the trees and building the fire depending on the weather. The number of people camping in the RV sites must be changed by 31 days before your reservation for a final headcount. After 31 days before your reservation you may not reduce the number of people staying because the outhouses will already be ordered. Add-ons from the price chart during the reservation will be charged during/after the reservation.

\$\$\$ The wedding contract must be paid in full by May 1st the year of your wedding.

A receipt can be sent upon request to the address provided at the time the deposit was sent, and after the check clears our bank.

Wedding Contract TERMS AND CONDITIONS:

- A.** Set up and breakdown times must fall within the total rental time period. It is the responsibility of the Renter to move equipment/tables/etc. within the facility or on the grounds before the event, vehicles cannot be operated safely during an event to move equipment, pic-nic tables, etc. Don't forget a ladder!
- B.** All hired vendors and guests not lodging at the Black Lantern/Berg Lake LLC must end and be completely done/gone from the property by 12:30am. In the cabin lodging and in the designated RV sites the guests can stay up all night on the night of your reception/wedding. All other days/nights quiet time on property is 10pm. Our forest roads, trails and the dock/lake area closes at sundown to vehicle traffic due to non-existent lighting. The Refuge cabin is simply accessed via the main dirt road, not the forest roads after sundown. **INITIAL** The entrance to the forests will be blocked by cones, etc. **No driving is allowed on the property after sundown unless departing to go to your lodging or departing to go home.** The only exception is the guests who are handicapped and sober. We want everyone to stay safe and we are VERY strict, serious and have ZERO. No ATVs or UTVs allowed. Anyone driving after sundown will be kicked out immediately, or the keys to their vehicle confiscated, or the police called. Renter is responsible for notifying guests lodging of this rule. Guests who do not comply will be evicted, police called or their keys confiscated. Violating this policy will result in a \$500 fine to the renter per driver. **INITIAL** Drinking and driving is illegal and dangerous.
- C.** Vehicles must ONLY be parked on graveled areas throughout the property unless the following applies: In the RV Sites or anywhere in the Entrance Parking Lot, vehicles are able to park on the grass- they are the only two spots on the property where this is allowed. **NO DRIVING/PARKING on lawn/grass** All vehicles parked/driving on lawn/natural growth area (besides RV sites and parking lot) will be asked to leave/move or be moved/removed at owner's expense. Caterers or hired vendors may be given permission to drive through and drop off equipment. Have caterers call with questions.
- D.** No rice, confetti, illegal fireworks, or glitter.
- E.** Candles must be in holders that prevent wax from dripping on concrete/wood surfaces.
- F.** Children must always be supervised and their guardians are responsible for keeping them off the boulder walls and away from the fires & tiki torches. We are not responsible for ANY unsupervised minor. **INITIAL**
- G.** Any Lights and fires in the venue area must be extinguished along with the tiki torches at or before 12:30am or an earlier time if requested by the renter. Special Time request: _____
- H.** On-site Black Lantern staff/volunteers/officers has the authority to enforce contract rules. Black Lantern/Berg Lake LLC. Staff/volunteers/Officers can terminate rental if renter does not honor contract or local law, with ZERO refund. Initial _____

I. DJs/Bands/Musicians must sign our Vendor Contract prior to event. Please respect that the Black Lantern is located near homes. Continued use depends upon the good will of our neighbors. Loud music will jeopardize our relationship with the community. *DJs/Bands/Musicians that abuse our usage rules will not be allowed back.* DJs/Bands must stop at 12:00 Midnight (notify your DJ). **INITIAL**

J. PROPERTY DAMAGE After review of The Black Lantern, (including 2 days after event check for additional damage) If damage to Black Lantern property exists, Renter agrees to pay for, or replace, any object of Black Lantern property that is destroyed, damaged, or stolen during the event. Such payment or replacement must be made immediately upon receipt of notification from Black Lantern, notification will be given via email and/or through the mail. If payment is not made within two weeks of notification, the renter's credit card on file will be charged automatically.

K. INDEMNIFICATION AND HOLD HARMLESS AGREEMENT The Renter agrees to indemnify and hold the Black Lantern Ranch & Retreat, Inc. & Berg Lake, LLC., its officers, volunteers and agents harmless from and against any and all liability, claims, actions, demands or losses of any kind and nature that may occur or be claimed with respect to any person or persons, corporation, property of chattels, on or about the Black Lantern/Berg Lake LLC., or to the property itself resulting from any act done, or omission by or through the Renter, volunteers, its agents, contractors, employees, invitees, or any person asked by Black Lantern to be on the premises of the Black Lantern/Berg Lake LLC. by reason of Renter's use or occupancy thereof. These may include, but are not limited to accident, injury or damage to property arising from any act of the Renter or Renter's guest, whether intentional or negligent, which occur during use. Renter agrees to pay all costs and attorney fees incurred by the Black Lantern/Berg Lake LLC. owner and representatives in defending any such claim or action brought against the owner and representatives.

L. PERSONAL AND ABANDONED PROPERTY The Black Lantern Resort and its representatives assume no responsibility for any property placed/misplaced on the premises during or after the event.

M. CANCELLATION POLICY

A) All cancellations must be emailed to theblacklanterninc@gmail.com & in writing and mailed to 4152 285th Avenue NW Isanti, MN 55040. Enclose the address you want us to send any qualifying refund to. The Black Lantern will bring Renter to court in Bagley, MN to collect any unpaid fees. Your refund, if any, will be sent in the mail in check form.

B) **Cancellations 40 days or more before your reservation date:** All money is refunded less the NON-REFUNDABLE: \$500 down payment paid with the contract, a \$1,000 cancellation fee, plus the sales tax on the total cost for cancellation = \$1,500 plus sales tax for cancellation total. The cancellation fee is due immediately at the time of cancellation via check or debit/credit charge, or is retained from any payment/s made towards the venue contract reservation total.

C) **Cancellations 39 days or less of your reservation date:** All money is refunded less the NON-REFUNDABLE \$500 down payment made, a \$2,500 cancellation fee, plus the sales tax on both the fee and down payment. The cancellation fee and down payment accurately reflect and are under what revenue we depend on and would lose for the cancellation of the reservation. There is ZERO flexibility with the non-refundable down payment and cancellation fee.

D) If cancellation of reservation is initiated by Black Lantern during your reservation because renter or anyone in renter's party has broken the law, our rules, or are posing a threat, refusing to comply- ZERO refund to renter will be refunded, all money paid by renter will be kept by Black Lantern. If cancellation of reservation is initiated by Black Lantern before your reservation, all money paid will be refunded minus the non refundable \$500 down payment.

E) **WEATHER/DANGER RELATED-** If an entire wedding ceremony and/or entire reception is deemed unsafe by Black Lantern during your reservation due to weather or other unforeseen variables and is postponed/cancelled by the Black Lantern, know that Black Lantern can't control the weather and unforeseen variables such as a forest fire/tornadic weather/lightning, and that the weather is a risk the renter agrees to take. Keeping people safe is #1 priority above the success of the event. The Black Lantern will not refund any money due to cancellation for guest safety because all of the work to set up the event has been done. Have a rain back up plan- renter can move ceremony and reception under their rental tent in the event of rain or to a back-up location not affiliated with the Black Lantern for threatening weather. The Black Lantern advises that ceremony reception be evacuated off the property and/or cancelled/postponed due to lightning, Black Lantern is not liable for injury or death if the renter/guests do not comply with our evacuation advisement when lightning is happening, it is the renter's responsibility to know and act on that all guests must leave. We are not responsible for dangerous ignorance. A DJ is great for announcing your alternate plans. Black Lantern has the right to cancel any reservation/event for any reason at any time without being sued by the renter. Once your reservation has begun- we cannot control the weather and no refunds will be given. When it rains, gravel becomes wet and muddy, some areas collect running and standing water many inches deep, and grass can also become mushy and muddy. There is a small concrete block bathhouse on property big enough for only 30 people, guests must use their own judgement to leave in the case of lightning, tornado, high winds in excess of 30 mph, forest fire or other deadly event. **INITIAL**

Prior to your reservation, I am available Mon-Fri ONLY, do not call or text 612-812-7309 before 10am or after 6pm.

N. ALCOHOL

A) Renter agrees and warrants that there shall be NO CONSUMPTION OF ALCOHOL BY PERSONS UNDER AGE 21. Renter agrees to refuse to allow alcohol to be served to, or consumed by, any person who is too intoxicated to function or care for themselves or under 21 years of age. Renter or renter's hired/volunteer server shall monitor all service, if any, of alcohol and specifically acknowledges that Renter and or server is liable for the consumption of any alcohol by any person on the Premises and that such liability shall extend to any aspect regarding the consumption of alcohol. Black Lantern

may ask guests for identification to verify age and reserves the right to ask to the entire party to leave if (1) a minor is consuming alcohol; (2) an adult is providing alcohol to a minor; or (3) a guest or guests are belligerent. Contractors hired by the renter are responsible and held liable to distribute liquor legally.

B) If alcohol is **SERVED/SOLD** at an event, selling must cease at 12:00 midnight, any business contracted by you must have an "Off Premises Liquor License", "Liquor License". Any private individual serving/selling alcohol must understand that they are liable for related accidents and may be able to be covered by their homeowners insurance for protection.

C) Renter shall indemnify and hold Black Lantern Resort/Berg Lake LLC. harmless from all liability for improper use and/or serving of alcohol.

D) No glass bottles allowed. Exception is wine/champagne bottles and glasses which are welcome.

O. The Black Lantern reserves the right to request any person or group of people acting unruly and contrary to rental regulations to leave the premises. Assistance from law enforcement agencies may be acquired if this request is not met immediately. We reserve the right to refuse service to any person/persons at any time.

P. NO PETS IN ANY CABIN, NO EMOTIONAL SUPPORT PETS IN ANY CABIN, renter is responsible for letting their guests know to leave their pets at home if they are lodging in the cabins. Pets are welcome in the RV sites and on the property. \$100 fine/fee plus any damages/extra needed cleaning to renter per cabin for pets allowed in. Service pets are welcome so long as we receive proof of their papers via email. We will check.

Q. Renter agrees to leave the venue as they found it when they arrived, free of garbage and debris on the ground. Renter will be charged \$30/hour/person for additional clean up.

R. ALL extra uneaten FOOD from any meal must be removed from the venue before leaving the venue area. If arranged ahead of time we can allow you to store it in our maintenance shop, we also suggest just backing up a vehicle and loading up coolers of food and such. We are surrounded by forest and do not want ANY bears or other wild animals attracted to Black Lantern Property or your event.

S. Zero tolerance, no parties/gatherings at the cabins. \$1,000 fine, may be taken immediately from credit card on file. Max Capacity for Eleanor is 8 at one time, 4 people max to actually sleep there. Max capacity for Refuge is 12 people in the cabin at one time, 8 people max to actually sleep there. All visitors not lodging with us must be gone by midnight.

THE RENTER, and BRIDE & AND GROOM must read and understand this entire contract and sign below.

Agreement by Signature

Signatures indicates the Renter/Bride/Groom agrees to all terms and conditions stated herein. Renter Responsible for Reservation, has read, understands and agrees to this contract in its entirety:

Renter Signature & Print _____ Date _____

Bride Signature _____ **Groom Signature** _____

Renter's Address _____

Renters # _____ Bride # _____ Groom # _____

To reserve dates at the Black Lantern: CHECKING IN _____ CHECKING OUT _____

(Input the date the 1st person or vendor or materials pertaining to the wedding will show up, and the date all will be gone.)

Card listed below to be on file for damages/fees: Zip Code _____ Exp: _____ CVV: _____

Card Number: _____

Total # of Guests Expected _____ Time of ceremony _____ Time of Dinner _____

DJ Company _____ Catering Company _____

Bar Hired _____ Emergency contact #'s of responsible up to date guests we can call (NOT bride/groom) in case of questions or issues arising we don't want to interrupt if not necessary. (uncle, sister, etc.)

Any family members with physical mobility issues we should be aware of?

We have put our lives into this property and live to share its beauty and wholesomeness with guests, it means the world to us, please help us by cherishing it so it can go on to others. We absolutely love these woods:

Please fill out Price Chart & Return with Contract

Serviced Wedding: 500 max capacity

Item/Service	Prices/Notes	Want us to Provide?	Total \$
BASE Price Wedding Venue- Thursday set up, to Sunday take down. Friday & Saturday night lodging.	\$3,500 for under 30 people \$4,000 for 30-75 people \$4,500 for 76-175 people \$5,000 for 176-275 people \$6,000 for 276-400 people		
Bonfire	\$200/Bonfire, fun shaped.	Yes No	
Lodging for 39 guests and under in the RV/ Tent Sites on Fri. & Sat. nights- is included in the BASE price.	Additional guest fees over 39: 40+ people lodging add \$150 70+ people lodging add \$300 100+ people lodging add \$450		
Rustic Cabin - Fri. & Sat. nights included in BASE price. Electric only & water spigot & privy outside.	Additional nights are \$60.00/night. 1 Queen bed, 2 guests max.	Yes No Which Nights?	
Refuge Cabin- Fri. & Sat.nights included in BASE price. Often used for family or bridal party.	Additional nights are \$320/night. 3 queen beds, 1 full futon, 8 guests max.	Yes No Which Nights?	
Cabin Eleanor - Fri. & Sat. nights included in BASE price. "Honeymoon Cabin"	Additional nights are \$145.00/night. 1 queen & 1 bunk, 4 guests max.	Yes No Which Nights?	
Tables Only- (seat 8/table) 5 rectangle & 5 round available	\$15/table 5' diameter & 30"x8' rectangular	Yes No How Many	
Greeter/Guard at Check In Included in BASE price for 2 hrs surrounding ceremony. Arriving 1.5 hrs before ceremony.	\$30/hr. for additional hours for greeting/monitoring guests at entry.	Yes No How Many When	
Approx. time of rehearsal &	or meal on Fri? ____:____	# of people	Free
Do you need access to our	extra shop fridges for food?	Yes No	Free
Will you use our big BBQ	in the venue? What day/s Friday Saturday	Yes No	Free
Helpers for Anything! MUST notify of need 1 month in advance so we can prepare.	\$30/Person/Hour	Yes No	
		Subtotal	
All prices are subject to change.		Tax 6.875%	
	Have an unusual idea? Just Ask!!!!	Total	

“Base Price” means and includes:

Lodging: Having cabin “Eleanor” for the wedding couple Fri . & Sat. nights. with a personal stone landscaped fire pit area. A full-length mirror and beautiful balcony. A full kitchen to keep cupcakes and flowers. The Refuge cabin that is 3 levels and sleeps eight with a massive forest view, wrap around balcony full kitchen and patios. Refuge is great for the bridal party to get ready or to house family members/ prep food. Enough RV/Tent sites available to fit your party to camp, the RV/Tent sites are equipped with water, electricity, picnic table, a fire pit, a small shower house, firewood for purchase \$5.00/bundle, an outhouse and a central RV dump. The base fee covers up to 39 guests camping here. 1-3 RVs can fit easily on each site and any number of tents. There is also one very cute tiny cabin the “Rustic” with a queen-sized bed, TV/DVD, little stove, air conditioner, mini fridge and microwave, a loft and a porch. It has a water spigot outside and a culligan machine inside for cooking/drinking. There is no indoor plumbing. Guests staying at the Rustic cabin use a provided outhouse or the bathhouse. The wedding Party and RV/Tent site guests can stay till 2pm on Sunday. Many guests personally book extra days to arrive early and stay later - sometimes morphing into family reunions and potlucks:) We have had guests set up pop-up canopies in the camping area with full bloody mary bars, powder rooms and some very creative gaming such as a kick ball area or bean bags and ladder games for their camping guests. Lots of additional lodging is available in the surrounding area in both hotel and rental cabin styles.

Lake/Dock/Property: Your party has access to all boats & dock absolutely free of charge. There is a little dock shed with life jackets, paddles and random fishing gear. There are kayaks, canoes, and a john boat to float around on. The banks to the lake are steep so there is no access for putting in boats brought from guests. In midsummer the lake turns to majority of weeds. There is a big lake 1 mile down the road that has an access but can't take big boats. Enjoy lots of walking, hiking, & biking the trails. We encourage guests to bring their(insured only) golf carts as the property is large. Cruising around on golf carts is a ton of fun too. 200 acres to roam and adjoining county forest provides 100's more acres. Speed limit 8 miles per hour.

Lighting: All the Tiki torches ablaze on Sat. night (we provide the fluid & fill) and light as the sun falls. The pavilion is illuminated with strings of white lights. Note; burning restrictions can affect the use of Tiki torches. Observe the "Fire Yes/No " sign across from the guest check in as it can change from morning to evening.

Inland Venue Tables: 5- 8 foot picnic tables. There is also a stationary picnic table 32' long.

Maintenance: All garbage cans/bags/servicing of garbage will be completely taken care of. Your party can start setting up as early as Thurs. for wedding and may stay as late as needed on Sunday to pack up. Wedding parties are responsible for picking up all of their own decorations and items they have rented.

Areas to Highlight: Use of our 25x36 foot pavilion with electricity/water/BBQ, great for DJ's to set up under for shelter this area has the most suitable dance floor for heels; it is also great for a Sunday gift opening for guests to meander up to as they start to wake up to grab brunch. Some parties have had a potluck brunch there in the shade. The outdoor stage is at the base of the big boulder hill, caterers can use its electricity if needed and a band can set up there as well. The ceremony site/arches can be used if

chosen for the ceremony and can be decorated to your liking. A greeter at the front gate at a little building to welcome & aid your guests arriving for the ceremony or reception by giving rides to those that are less mobile, assisting with heavy gifts to the gift table, answering questions etc. There is also a playground for the children.

Us: We will stay out of sight come ceremony time so we distract in any way. But stay close enough in case we are needed. We cherish being a part of such an important time and are grateful to our wedding parties.

\$500 Non Refundable Down Payment DUE when you would like to reserve your weekend dates. Your dates will be saved only when your down payment has been made.

Other POSSIBLE financial considerations/vendors to hire outside of the Black Lantern:

DJ/Live Band/Stereo, etc. must stop by 12:00 Midnight- \$_____

Food caterers, pot luck, pig roast, any vendor you want to hire- your choice as well –
\$_____

Bar with Bartenders if needed- We know some GREAT businesses that we are happy to recommend. Many options here, you can provide your own as well, there are just a couple rules we have to follow to ensure safety so inquire.

Party Tent /Tables/Chairs Rental- A party/event tent is a great place to dine in the shade for the party, great for a back-up space in case of a little or a lot of rain too. If you require tables and chairs beyond what we can provide with our picnic tables, the local tent rental companies provide these as well. -\$_____

Outhouses & Water @ the Venue – Down in the venue area we have a frost free hydrant for fresh water that is safe to drink, the hydrant has hoses by it for extinguishing the bonfire. All caterers we have had, have been able to plan accordingly. Due to the different sizes of each party, outhouses must be rented each time for the venue area. We have two there, but if you need more you must rent them. Solid Bottom Rental can help you. Just provide them with the number of guests and length of stay – even ballpark, and they will figure on a price. You are also free to choose a different vendor as well.
\$_____

Officiate-Pastor-Priest \$_____

These above items should complete a HUGE chunk of a wedding checklist.

We hope this helps! Call with any questions -612-812-7309, 10:00AM-6:00PM

*****MUST NOTIFY ALL GUESTS that this is an outdoor wedding. Usually on the invite/webpage.**

*****Please furnish your guests with a link to our lodging so they have a foggy idea of what they are getting in to.**

*****Before event- you will be furnished with all employee's telephone numbers on site so you can forward the numbers to all of your guests who are helping at the wedding in case they need something.**

*****Before event- you will be furnished with a particular text (based on which cabin) to forward on to each guest lodging so they have directions and information for the cabin stay and checking in so they do not need to call you non-stop with questions about what cabin, when and where, etc. This will make your lives much easier avoiding the extra questions when you are busy.**