

SPECIAL EVENTS CONTRACT

Client Name: _____

Phone Number: _____

Email: _____

Event Date and Time: _____

Event Type: _____

Estimated Headcount: _____



Rental Options:

Please check the rental option for your event

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After Hours Rentals

Monday - Wednesday

NON Business Hours Rental: \$295 for 3 hours of Entire cabin rental 40 guest max.

Available between the hours of 9am and 9pm. Rental space is provided as is. Trash and clean up are the renter's responsibility. Outside food can be brought in for a fee of \$60 for onsite management. The Mad Herbalist catering is also available as well as bar service at \$40.00 per hour. Compliance to all State of TN laws involving alcohol is mandatory.

Thursday - Sunday

After Hours Rental (between the hours of 4:00p - 9:00p) : \$295 for three hours of cabin rental. Rental space is provided as is. Trash and clean up are the renters responsibility.

Outside food can be brought in for a fee of \$60 for onsite management. The Mad Herbalist Catering is also available. All liquor must be served by our bartender billed at \$40.00 per hour.

During Hours Rentals

Thursday - Friday

- Group Room Rental (during business hours 11:00a-3:00p) : \$100 for two hours with a \$15.00 minimum purchase from The Mad Herbalist Menu plus a gratuity of 20%.
Minimum- 12 guests , Maximum - 16 guests
- Upper Level + Group Room Rental (during business hours 11:00a - 3:00p) : \$150 for two hours with a \$15.00 minimum purchase from The Mad Herbalist Menu plus a gratuity of 20%. Minimum - 16 guests , Maximum - 25

Saturday

- Group Room Rental (during business hours 11:00a-3:00p) : \$150 for two hours with a \$15.00 minimum purchase from The Mad Herbalist Menu plus a gratuity of 20%.
Minimum- 12 guests , Maximum - 16 guests
- Upper Level + Group Room Rental (during business hours 11:00a - 3:00p) : \$200 for two hours with a \$15.00 minimum purchase from The Mad Herbalist Menu plus a gratuity of 20%. Minimum - 16 guests , Maximum - 25

Al La Carte Services

Please check all the services you would like for your after-hours event

- The Mad Herbalist Catering. Menu customizable between the client and the event specialist. The Mad Herbalist dish and service ware included in the price.
- Bar Services - \$40/ hr. Requires a signed PSR Bar contract to be on file and a prepared appetizer purchased from The Mad Herbalist.
- Client declines bar services
- Additional time - if you need additional time you are able to work with your event specialist. Additional time is \$75 for each additional 30 minutes.
- Floral Services - All fresh floral is to be made by our in-house florist. ONLY silk floral is allowed to be brought onsite. NO decor is allowed to be taped, glued, or nailed on the walls.

Should you go over your time allotted there will be an additional fee of \$75 charged toward your card per 30 minutes over. Please sign stating that you understand below:

Print Name: _____

Signature: _____

Date: _____

FINAL PAYMENT

Final payment and headcount for The Mad Herbalist events is due 12 days before the event.

Name (as shown on card): _____

Credit Card Number: _____

CVW Code: _____ Exp Date: _____

Billing Address: _____

*By signing this agreement I am agreeing that the card listed be ran for the balance of the Save The Date / Rental Fee and the Final Balance Payment.

Print Name: _____

Signature: _____

Date: _____