LIMESTONE MANOR EVENTS

589 Dix Hill Road New Bloomfield

Welcome!

I am so excited to welcome you to Limestone Manor Events, where rustic elegance meets timeless charm. Thank you for choosing me to host your special celebration—it is my honor to be part of your story.

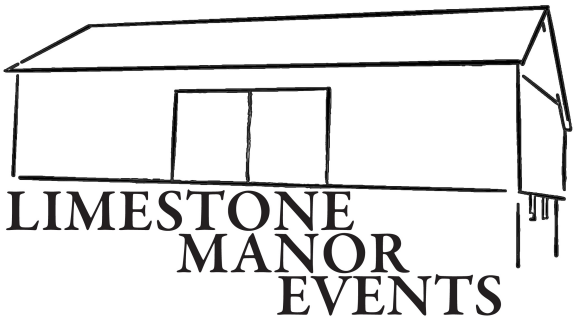
I am committed to creating an unforgettable experience for you and your guests. Whether it's a wedding, reunion, or a unique gathering, Limestone Manor offers a one-of-a-kind setting to bring your vision to life.

Please take a few moments to review the following guidelines and policies. They help ensure everything runs smoothly and safely while protecting the beauty of the Manor for future guests.

If you have any questions or need assistance, I am always happy to help.

Warmly,

Michelle Smith-Lentz
Limestone Manor Events
589 Dix Hill Road, New Bloomfield, PA 17068
717-979-5272
msmithlentz@gmail.com



EVENT VENUE RENTAL AGREEMENT

589 Dix Hill Road
New Bloomfield, PA 17068
717-979-5272
msmithlentz@gmail.com

1. THE PARTIES. This Event Venue Rental Agreement ("Agreement") made on _____, 20____, by and between: Renter: _____ with a mailing address of _____("Renter"), and

Landlord: **Limestone Manor Events, LLC** with a mailing address of 589 Dix Hill Road, New Bloomfield, Pennsylvania, 17068 ("Landlord").

Landlord and Tenant are each referred to herein as a "Party" and, collectively, as the "Parties."

2. VENUE. The Renter agrees to temporarily lease, occupy, and make use of the Landlord's space located at:

a.) Property Address: 589 Dix Hill Road, New Bloomfield, Pennsylvania, 17068
b.) Additional Description: Event Barn and grounds
c.) Use of Venue: Any legal use under State and local laws.

Hereinafter known as the "Venue."

3**. RENT**
Ceremony & Reception $3000 + Tax-$3180 (20% non-refundable Deposit =$636) Which is applied toward final payment.

Reception Only $2500 + tax=$2650- (20% non-refundable deposit=$530) Which is applied toward final payment.

Small Group Wedding $1500 + Tax-$1590 (20% non-refundable Deposit =$318) Which is applied toward final payment. This is limited to weddings of 50 people or less. If the guest amount goes over 50 an additional fee of $30 per person will be charged. If you wish to have access to the barn a day prior to the event a $300 plus tax fee will be added to your rental. If this is the case $1,800 + Tax=$1,908 (20% non-refundable deposit=$381.60)

Ceremony Only $750 + tax=$795 (20% non-refundable deposit=$159) Which is applied toward final payment.

Small Group (Family Reunion,Party ect.) $300 + tax=$318.00 (20% non-refundable deposit =$63.60) Which is applied toward final payment. If you wish to have access to the barn a day prior to the event a $200 plus tax fee will be added to your rental. If this is the case $500 + Tax =$530 (20% non-refundable deposit=$106)

Tent Placement Fee $200 = tax=$212-Limestone Manor Events will be here on day of tent delivery and placement. Tent rental is not included-Rental to be arranged with an approved company by Limestone Manor Events and you are responsible for payment of tent.

Limestone Manor Events has 12 Round, 8 Long tables and chairs available as part of rental

Decorative Items and linens are available for rental ask for price list

A one day insurance ride must be obtained through homeowners insurance or an insurance company for $1 Million Dollars for Weddings.

4**. LEASE PERIOD**. The Renter shall have access to use the Venue for:

WEDDING:
Event Date: _____ Start Time_____ End Time_____

Estimated Guest Count: _____

Set Up Date:_____ Start Time:_____ End Time:_____

Rehearsal Date_____ Start Time_____End Time_____

Will you be eating after rehearsal and need the barn? Yes/No

Estimated Guest Count:____

SMALL GROUP
Small Group Date:_____Start Time:_____ End Time:_____

Small Group Set Up: Start Time:_____ End Time:_____

Small Group Set Up Date (Day Before) Start Time: ____ End Time:_____
Small group parties can access the grounds the day prior for an additional $200 plus tax

5. DEPOSIT. The Landlord requires a non-refundable payment of 20% at the time of signing this Agreement (Deposit)

6. OCCUPANCY LIMIT. There shall be a maximum limit of 177 attendees permitted in the Barn at any time due to fire hazard concerns. Any violation of this section will immediately terminate this Agreement under default by the Renter.

7. OVERTIME. If, for any reason, the Renter overstays past 11PM, the Landlord shall charge overtime in the amount of 150.00 per hour.

8. AMENITIES. In addition to delivering the Venue, the Landlord agrees to provide the following:

-Disability/Wheelchair Access.
-Parking
-Portable Restroom
-Hand washing station
-Trash/Waste Management Disposal
-12 Round tables with seating of up to 8 persons per table
-8 Foot long tables
-Chairs
The aforementioned amenities are INCLUDED in the Rent and not charged separately.

9. PAYMENT. The Renter shall be required to pay the Rent 30 days prior to the Lease Period.

10. METHODS OF PAYMENT. The Landlord's acceptable methods of payment are as follows:
-Check
-Venmo
-Cash

11. LATE FEE. If a payment due by the Renter is not made within the requirements mentioned in this Agreement, there will be a late fee charged equal to $25 and applied each day Rent is late.

12. CHANGES. The Renter cannot make changes to this Agreement unless the Landlord gives their written consent.

13. CLEANUP. At the end of the Lease Period, the Renter is responsible for cleanup. The Renter is required to clean and leave the Venue in the same condition as it was at the start of the Lease Period. Event must end by 11PM.

14. GENERAL LIABILITY INSURANCE. The renter is required to obtain, at their own expense, Comprehensive General Liability Insurance of not less than $1,000,000.00 coverage for bodily injury, property damage, and contractual liability in the aggregate.

a.) Additional Insurers. The Landlord, its agents, representatives, and employees shall be named as additional insureds on this policy, and the Renter shall provide a Certificate of Insurance to the Landlord as proof of coverage before the Lease Period begins. The policy shall provide that it cannot be canceled or materially changed without at least 5 days prior written notice to the Landlord.
b.) Primary Insurance. The Renter's policy shall be the primary to any insurance or self-insurance maintained by the Landlord.
c.) Failure to Obtain Insurance. The Renter's failure to maintain or renew its insurance policy may be considered a material breach of this Agreement, upon which the Landlord may, upon written notice to the Renter, terminate this Agreement with any monies paid by the Renter to be non-refundable.

15. DISPUTE RESOLUTION. Should any dispute arise between the Parties regarding the interpretation, rights, duties, or liabilities under this Agreement, both Parties agree to engage in good faith negotiations to resolve the dispute for a period of no less than thirty (30) days before initiating any legal proceedings. If the dispute cannot be resolved through direct negotiation, both Parties agree to seek resolution of the dispute through a neutral, mutually agreed-upon mediator, before resorting to arbitration or litigation. The Parties agree to share equally in the costs of the mediation process.

If mediation is unsuccessful, both Parties agree to submit the dispute to binding arbitration under the rules of a mutually agreed-upon arbitration service. The arbitration shall occur in the same jurisdiction as the Venue. The arbitrator's decision shall be final and legally binding, and judgment may be entered thereon. Each Party will bear its own costs and fees associated with the arbitration.

In the event of litigation relating to this Agreement, each Party will bear its own attorney's fees and costs.

16. HOLD HARMLESS. The Renter shall be liable for any physical damages to the Venue, legal actions, and/or loss of reputation or business opportunities that the Landlord may incur as a consequence of the actions by the

Renter or any of the Renter's guests or attendees during the Lease Period. The Renter agrees to indemnify and hold harmless the Landlord against any and all legal actions which may arise from the Renter's use of the Venue and the following:

a.) Right to Cancel. The Landlord reserves the right to cancel this Agreement at any time and for any reason upon providing at least 30 days' written notice to the Renter. If the Landlord cancels this Agreement for reasons other than a breach of this Agreement by the Renter, the Landlord agrees to refund the Renter any amounts already paid, including the Deposit.
b.) Failure to Comply. The Landlord, for any reason and at their sole discretion, may terminate this Agreement if the Renter fails to comply with any term of this Agreement or if the Landlord determines that the Renter's use of the Venue poses an unacceptable risk of damage or harm.
c.) Natural Disasters. If the Landlord is unable to make the Venue available for any reason outside of their control, including, but not limited to, damage to the Venue, local emergencies, acts of God, or any other types of natural disasters, this Agreement shall be canceled by the Landlord. In such an event, the Landlord agrees to refund the Renter any amounts already paid, including the Deposit.
d.) If the Renter wishes to cancel the event for any reason the following refund policy is as follows:

- More than 180 days out: Full refund
- 91-179 days out: 50% of the estimated total
- 31-90 days out: 75% of the estimated total
- 0-30 days out: 100% of the estimated total

17. SEVERABILITY. This Agreement shall remain in effect in the event a section or provision is unenforceable or invalid. All remaining sections and provisions shall be deemed legally binding unless a court rules that any such provision or section is invalid or unenforceable, thus, limiting the effect of another provision or section. In such case, the affected provision or section shall be enforced as so limited.

18. GOVERNING LAW. This Agreement shall be governed under the laws in the State where the Venue is located.

19. ADDITIONAL TERMS & CONDITIONS.

BARN WALLS
Tape is the preferred method to attach décor items to walls or fixtures in the barn. Tape must be removed completely along with the décor items during tear-down (The landlord can provide materials for tape removal). Use of Nails or screws in any wall, fixture or equipment is prohibited. Thumb tacks may be permitted in some areas with expressed approval.

CANDLES

- Candles are NOT PERMITTED Battery powered candles are permitted

CELEBRATION ITEMS

- The following Celebration Items are NOT permitted : rice, sparklers or fireworks. These items are a danger to the farm animals, wildlife and other guests. If these items are used, Renter will be charged a fee.
- The following items may be used: bubbles, lavender, real flower petals (or other similar organic materials).
- Balloons may be used in moderation and, to protect the farm animals, cannot be tied to any pasture fence. Balloons must be removed during the Access Period and any broken pieces must be placed in a trash receptacle.

ALCOHOL POLICY
Limestone Manor Events LLC demands strict adherence to state laws regarding alcohol consumption. Limestone Manor Events LLC Alcohol Policy will be posted throughout the Event Center. If Renter elects to offer alcohol during the Event, Renter 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 Renter. All Pennsylvania Laws and Federal Laws must be adhered to at all times.
b. Renters are required to provide a (1) one-million-dollar liability insurance policy for alcohol being served at the Event. Limestone Manor Events LLC must be named on the policy as the Certificate Holder.
c. Service requirements are as follows:

i. All Hard Liquor must be served only by a licensed bartender hired for the Event. The licensed bartender can NOT be a friend or relative of the wedding party. Beer and wine can be served without bartender but Renter is responsible for guest consumption.
ii. No alcohol can be served unless there is also food provided.
iii. Service will be closed at least 30 minutes before Renter's tear down time begins.
iv. Requires a minimum of one (1) bar staff person per 100 guests – no exceptions.
e. Reserves the right to evict Renter and/or their guests from the property or to close the bar at any time during the Event.
f. No illegal substances will be tolerated.
Specific behavior that will not be tolerated by Limestone Manor Events LLC can include, but are not limited to, the following;
• Fighting
• Destruction of property
• Disrespectful conduct (to other Guests, Vendors or staff)
• Allowing minor persons to consume alcohol
• Possession and/or consumption of a personal supply of alcohol – this includes private vehicles located in the Event Center parking areas.
• Consumption of alcohol not served by bartender Limestone Manor Events LLC sole discretion, reserves the rights to:
• Evict any person(s) engaging in unacceptable activities outlined above, or not complying with the decision of Limestone Manor Events LLC staff.

NATURAL DISASTER/SEVERE INCLEMENT WEATHER
In the event of severely inclement weather that renders to be unsuitable for the Event (as determined by Limestone Manor), 80% (eighty percent) of the amount paid can be applied to a future Event date. If Renter should elect not to re-book, no refund will be
provided. Limestone Manor Events, LLC encourages Renter to purchase event insurance to offset this risk.
Returned Check: In the event that any check is returned by the financial institution, Renter must arrange for alternate payment within forty-eight (48) hours of notification and will be responsible for the Rejected Payment Fee

PHOTOGRAPHS
a. Photos taken by Photographers/Guests - We encourage Renter vendors and Renter guests to take photos during the Event. We hope that Renter will share these pictures so they can be used for promotional purposes.
b. Photos taken by Staff - The staff may take photographs at the Event and reserves the right to use these photos for promotional purposes. It is understood by Renter, their guests and vendors that attendance at an Event includes permission to use their images in such materials.

INDEMNIFICATION
Renter shall indemnify, defend and hold harmless Limestone Manor Events, its owner, its management company, and its owners, officers, and employees from and against all demands, suits, judgments, settlements, claims, damages to persons and/ or property, fines, liens, losses and other liabilities, including reasonable attorneys' fees arising out of or in any way related to the Event, including claims for loss or damage to any property, or for death or injury to any individual.
This indemnity shall survive the termination of this Agreement. Renter hereby releases Limestone Manor Events LLC from any and all liability or responsibility to Renter or anyone claiming through or under Renter by way of subrogation or otherwise for any loss or damage to equipment or property of Renter, Renter's guests or vendors covered by any insurance then in force.

DAMAGES AND SECURITY DEPOSIT
Renter is responsible for any damages to Limestone Manor Events LLC and property that may have been caused by the Renter and/or the Renter's guests and vendors. The Renter is ultimately responsible for any damage incurred. The Renter is within his/her rights to seek redress for damage charges caused by Renter's guests and vendors. Limestone Manor Events LLC will not involve itself in these efforts.
Limestone Manor Events LLC will use reasonable best efforts to report any damages or loss of property to the Renter on the day of the Event, however, some things may not be noticed until after the Event ends. Limestone Manor Events LLC reserves the right to make a thorough inspection of the property and identify/assess damages prior to the next scheduled Event or within ten (10) business days of the Event whichever is shorter.

If damage has occurred, Limestone Manor Events LLC will provide an itemized list to the Renter and Limestone Manor Events LLC will charge the damage amount to the Renter's.
Note, Limestone Manor Events LLC will make reasonable best efforts to repair damage charging only for labor. Should, however, the damage be extensive, Renter will be responsible for replacement costs.

ANIMALS
We are a working farm at Limestone Manor Events LLC. Please be advised that all farm equipment or animals/pets are not to be played with or climbed on. If any guest or Renter is witnessed causing harm to any above listed they will be asked to leave.

20. SMOKING. No smoking including electronic cigarettes is permitted in the barn. Smoking area is at the port a potty. Additional charge will be charged if cigarette butts are not deposited in the trash after wetting the cigarette in the sink.

21. ENTIRE AGREEMENT. This Agreement, along with any attachments or addendums, represents the entire agreement between the parties. Therefore, this Agreement supersedes any prior agreements, promises, conditions, or understandings between the Renter and Landlord.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the date first written above. Each individual signing below on behalf of a Party hereby represents and warrants that he or she is duly authorized and has the legal capacity to execute and deliver this Agreement on behalf of said Party.

Renter's Signature: _____ Date: _____

Print Name(s): _____

Email:_____

Phone:_____

Renter's Signature: _____ Date: _____

Print Name(s): _____

Email:_____

Phone:_____

Landlord's Signature: _____ Date: _____

Print Name: _____