

SHIPPING, DROP OFF, STORAGE AND SET UP OF MATERIALS AND DECORATIONS.

- Direct shipments, drop off, storage and set up of materials, decorations etc. must be pre-arranged with the Catering Department. Items may not be delivered to the hotel more than 72 hours prior to the event for which they will be used. COUNTRY SPRINGS HOTEL reserves the right to limit the quantity of items delivered in advance as well as the role of the hotel in setting those items up. Work closely with your Catering Manager to arrange the details of what will be delivered to the hotel and who will be responsible for set up and removal of all items.

SPECIAL SERVICES

- Special services such as electrical connections, plumbing, staging, special lighting and others will be charged at the prevailing schedule.
- Any vendor or service provider needing access to the banquet room prior to your contracted start time for the event space must pre-arrange entrance – subject to availability – with the Catering Department three (3) working days in advance of the event. (Bakery, florist, musician, etc.)

RESPONSIBILITY OF PARTIES

- It is specifically understood that decorations, signing and other such and similar items will not be attached in any manner to the walls, doors or structure of any part of the building.
- Customer agrees to be responsible for any damage done to the premises during the period of time they are under control of the customer or the control of any independent contractors as contracted by customer.
- Failure to vacate premises in a neat and clean condition, requiring only vacuuming, no later than the date and time agreed upon, will authorize COUNTRY SPRINGS HOTEL to charge the customer labor charges for the removal of decorations and other event refuse.
- COUNTRY SPRINGS HOTEL will not assume any responsibility for the damage or loss of any merchandise or articles left in COUNTRY SPRINGS HOTEL prior to, during or following the scheduled function.
- Performance of this agreement is contingent upon the ability of COUNTRY SPRINGS HOTEL Management to complete the same, and is subject to the labor troubles, disputes or strikes, accidents, government (Federal, State or Municipal) regulations, restrictions upon travel, transportation, foods, beverages or supplies and other causes whether enumerated herein or not, beyond control of Management preventing or interfering with performance. In no event shall the COUNTRY SPRINGS HOTEL be liable for loss of profit or for similar or dissimilar collateral or incidental or consequential damages whether based on breach of contract, warranty or otherwise.

ACCEPTANCE

I have read and agree to the terms outlined and otherwise noted within.

Authorized Signature

Date

Please sign and return this contract and deposit by 12/29/14.

On behalf of the COUNTRY SPRINGS HOTEL I have read and agree to the terms outlined and otherwise noted within.

Tera Sagen, Catering Sales Manager

Date