

**West Point Farms Event Center**  
**Contract**

P.O. Box 1938 (mailing address)  
1887 Union Road  
Rutherfordton, NC 28139  
(828) 779-6627 (Lori's cell)  
www.WestPointFarmsEventCenter.com

The undersigned \_\_\_\_\_ has paid a non-refundable reservation event fee in the amount of \$\_\_\_\_\_ against a total expected cost of \$\_\_\_\_\_ for the rental of the premises of West Point Farms Event Center for the following event(s) on the following date(s):

Description of event(s): \_\_\_\_\_

Reserved date(s): \_\_\_\_\_

The rental of the facility is based on a full day, 9 a.m. to 11 p.m. Please check the package choice below (All include use of the parking area, children's outdoor play area, and men & women's restroom facilities):

- |                                           |            |
|-------------------------------------------|------------|
| ___ 1. Grotto                             | \$990      |
| ___ 2. Historic Lodge                     | \$1,200    |
| ___ 3. Pavilion                           | \$1,790    |
| ___ 4. Grotto & Pavilion                  | \$2,380    |
| ___ 5. Pavilion & Historic Lodge          | \$2,590    |
| ___ 6. Grotto, Pavilion, & Historic Lodge | \$2,980 ** |

\*\* May 1<sup>st</sup> through October 31<sup>st</sup> minimum rental of facility on Saturdays is \$2,980.

Additional provisions and amenities are listed on the attached Addendum II. The undersigned agree to pay the amount in full for the rental of the premises and any extra items or services provided (see Addendum II) by or through West Point Farms no later than \_\_\_\_\_ (1 month prior to event). Security Deposit of \$400 should be sent as a separate check along with the balance due.

Signature of renting party/parties: \_\_\_\_\_

Date: \_\_\_\_\_

Name(s): \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_ Telephone: \_\_\_\_\_

Email(s): \_\_\_\_\_/\_\_\_\_\_

**West Point Farms Event Center**  
**Addendum I**

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The Security Deposit of \$400 should be provided on a separate check (send in 1 month prior to event), which will be deposited in a separate escrow account. This amount will be reimbursed in full if none of the following costs are incurred:

- Any costs of excessive clean up, \$50 per hour, will be assessed against the Security Deposit.
- Any costs of damage to the premises will be assessed against the Security Deposit.
- Any costs of theft of valuable items will be assessed against the Security Deposit.
- Any amenities used that were not already paid for will be assessed against the Security Deposit.
- A \$25 fee for returned checks will be assessed against the Security Deposit.
- Costs in excess of the Security Deposit will be billed and due immediately.

PLEASE NOTE: These are non-smoking facilities. We have allotted designated areas for smokers. Cigarette butts not deposited in containers require extra clean up.

West Point Farms Event Center will not be responsible for any injuries to any person(s) incurred in the use of the facilities.

The following items are not allowed on the premises:

- If used these items would be assessed against excessive clean up cost: Glitter, confetti, birdseed, non-biodegradable substances that cannot be cleaned up easily outdoors or indoors.
- Fireworks, sparklers, fires of any kind (other than rental of the bonfire pit with at least 1 week prior notice, so permit may be acquired).

I have read and agree with the above West Point Farms Event Center rental facility requirements:

Signature \_\_\_\_\_ Date \_\_\_\_\_

**West Point Farms Event Center**

**Addendum II**

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Please initial below the additional amenities/services for the event you wish to secure (payment due 1 month prior to event):

- Rental of Grotto or Pavilion for Ceremony Rehearsal (2 hours) \$200.
- Lodging in the Historic Lodge - \$285 per night, 2 cabins, maximum 6 guests.
- Rental of full kitchen in the Lodge \$250.
- Rental of 3 small air-conditioned camping cabins, \$50 each per night - (linens not provided, use of men and women's restroom facilities included).
- Bonfire \$125, up to 3 hours, require at least 1 weeks notice (barring NO fire bans), (permit required by the county, and will be acquired by West Point Farms Event Center).
- Outdoor Grill area \$75.
- 5% certificate for bride or groom if they are affiliated with the Military, Law Enforcement, EMS, or Fire Department. (Proof of affiliation should be sent in with certificate and reservation fee).

Please forward non-refundable reservation event fee, original signed contract, and addendums I and II to the above address. Keep a copy for your records.

A list of local businesses for event services can be found on our website.

Thank you for choosing West Point Farms Event Center.

Sincerely,

Lori Ann Loftus