



Terms and Conditions

Use of Premises and Grounds

- A. The Michael Venue and grounds, guest house, barns, and cabins are to be used for stated purpose(s) only. Do not access areas that are not included in your package.
- B. All evening activities must end by 11:00pm. It is recommended that at least two hours be allowed for event breakdown. Your contact person must check out and sign off with the venue staff person by 11:00pm.
- C. Setup and takedown times must fall within the rental time period. It is the responsibility of the renter to move any equipment within the facility or on the grounds during the event.
- D. Vehicles are only allowed at The Michael Barn for loading and unloading of food and supplies, and no vehicles are allowed once an event has started. All vehicles should park in the designated parking area and our shuttle carts will take guest to and from any areas of the venue.
- E. Restroom facilities are available at each building but please only use the building included in your package.
- F. Smoking, including electronic versions, is prohibited in all houses and buildings, and within 20 feet of any entrance, exit or window. Designated outdoor smoking areas are provided at each building.
- G. No pets are allowed in any building with the exception of service animals. City code requires that animals on the grounds be leashed.
- H. Children must always be supervised.
- I. When dancing in the upstairs of the Rock Barn, HEELS ARE NOT ALLOWED!
Soft sole shoes or socks must be worn.
- J. Grills must sit on a mat or some sort of protection for all surfaces and grass.
- K. Heaters must be placed on concrete or on plywood to protect the grass.
- L. No rice, confetti or glitter is allowed at the venue. Sparklers, if used, must have wood handles.
- M. Only loose artificial or real rose petals are allowed, all artificial petals must be picked up.
- N. Candles must be in holders that prevent wax from dripping on any surfaces.
- O. DO NOT USE nails, tacks or staples in the walls/woodwork. If tape is used, it must be painters tape. All decorations and tape must be removed after the event.
- P. DO NOT USE nails in fencing or trees.
- Q. The Michael Venue staff monitors all event activities and has the authority to enforce contract rules. The Michael staff can terminate the rental if the renter does not honor the contract, its rules or local laws, and no refund will be made.

Setup and Breakdown

- A. All decorations must be removed the night of the event.
- B. Any tables/chairs brought onto the premises must be removed the night of event.
- C. Make sure all rental equipment is removed from the premises no later than 11:00am the day following the event.
- D. Coffee Makers are to be rinsed out and left in the kitchen.
- E. All trash and recyclables must be removed and placed in trash cans outside the facilities.
- F. Event trash on the grounds, sidewalks, and street including cigarette butts must also be removed from site and taken to The Michael designated trash cans.
- G. If signs were placed for the event they must also be removed, including those placed on the road.
- H. Artificial rose petals and sparkler sticks must be raked up.
- I. Notify a Michael staff member immediately of damage or injury that occurs during the event.

Alcohol

- A. Renter agrees and warrants that there shall be NO CONSUMPTION OF ALCOHOL BY ANY PERSON UNDER THE AGE OF 21.
- B. Renter agrees to refuse to allow alcohol to be served by, served to or consumed by anyone under the age of 21, or to anyone who is visibly intoxicated or assumed to be intoxicated.
- C. Renter shall monitor all service, if any, of alcohol and specifically acknowledges that the renter is solely liable for the consumption of alcohol by any person on the premises and that such liability shall extend to any aspect regarding the consumption of alcohol. The Michael staff may ask guest for identification to verify age and reserves the right to ask 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 appears intoxicated and refuses to leave the premises. No refunds will be offered regardless of the time of the incident involving Alcohol.
- D. If Alcohol is SERVED at an event, a licensed server/ bartender is required to pour any and all alcohol. The Michael also recommends added security at events serving alcohol.
- E. Event insurance is strongly recommended for all venue rentals but is especially recommended if alcohol is being served.
- F. The renter assumes social host liability and agrees to ensure the safety of any visibly intoxicated guest, and agrees that transportation will be provided or arranged for such guest(s). We recommend renters stop serving alcohol at least one hour before the event ends.

Security Deposit – Property Damage

Any security deposit will be returned only after The Michael staff has checked for damage and/or misuse, including a day after event check for additional damage. If no signs of damage or misuse are reported, and the renter has used the facility only for the stated purpose(s) and for the length of time stated in the contract then there will be no additional charges. If damage to any part of The Michael Venue, grounds or buildings is discovered the renter agrees to pay for, or replace, any items damaged, destroyed or stolen during the event rental. Payment or replacement must be made immediately upon receipt of notification from The Michael Wedding & Event Venue.

Indemnification and Hold Harmless Agreement

The renter agrees to indemnify and hold the friends and staff of The Michael Wedding & Event Venue and the City of Anniston, its officers 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 any respect to any person or persons, corporation, property of chattels, on or about The Michael Wedding & Event Venue or to the property itself resulting from any act done, or omission by or through the renter, its agents, contractors, employees, invitees, or any person on the premises of The Michael Wedding & Event Venue by reason of the renter's use or occupancy thereof. These may include, but are not limited to any accident, injury or negligence which occurs during use of the venue. Renter agrees to pay all cost and legal fees incurred by The Michael Wedding & Event Venue owner(s) and representatives in defending any such claim or action brought against the owner and representatives. It is strongly recommended that renters purchase event insurance.

Personal and Abandoned Property

The Michael Wedding & Event Venue assumes no responsibility for any property placed in the facility or on the premises, or any property that is left on the premises during or after the event.

Cancellation Policy

The Michael Wedding & Event Venue may cancel rentals due to inclement weather, emergency conditions, and/or events beyond the control of the venue and its owner(s). All rental and deposit monies will be refunded in case of such cancellation.

Events cannot be cancelled due to forecasted weather or rain but every possible effort to move outdoor activities to an inside facility will be made.

Reservations and Requirements

A non-refundable \$500.00 reservation and security deposit is required to reserve a wedding date.

The Michael Wedding & Event Venue

Rental Agreement

This rental agreement must be signed, dated and returned to The Michael coordinator 14 days prior to the event and include the full balance for all rental contracts. Checks should be made payable to The Michael. The Michael is not setup for credit card transactions.

Rental agreement must include the exact event DATE and event START and END time. Request for additional hours must be approved and clearly defined in this rental agreement. Minor changes to the rental agreement may be made with prior approval up to one week before the event date.

A list of contractors and vendors should be attached to this rental agreement. If Alcohol is being served proof of ALCC licensed server(s) must be attached.

By signing the agreement below the renter acknowledges that he/she has received a copy of and agrees to the terms and conditions of The Michael Wedding & Event Venue.

Event Date ____ \ ____ \ _____

Renter Name _____

Type of Event _____

Event Start Time _____ AM PM to End Time _____ AM PM

TOTAL RENTAL FEE \$ _____

Security Deposit \$ _____

Renters Signature _____ Date ____ \ ____ \ _____

The Michael Agent _____ Date ____ \ ____ \ _____

Notes: