

O W E N E G O *the*

Terms of Rental Agreement

Food and Beverage:

The Owenego Inn, as a licensee, is responsible for the administration of the sale and service of alcoholic beverages in accordance with Connecticut State Liquor Commission's regulations. It is policy, therefore, that liquor is supplied strictly by the Inn. Absolutely no alcoholic beverages may be brought in from off premises. Further, the Inn bans the service of shots to wedding guests. Catering is provided by the Inn.

Deposit, Payment and Cancellation Policy:

A non-refundable deposit of \$4,000.00, which will be credited toward final payment, is required to reserve your wedding date. Final payment, based on final guest count and minimums is due 6 days prior to the wedding date. A bank check is required for final payment; no credit cards or personal checks will be accepted.

Set-up and Restoration Fee:

A set-up and restoration fee of \$500.00 is required and due at the time of final payment.

Should you choose to rent tables and chairs from an outside vendor, requiring the removal and storage of Owenego tables and chairs, there is a \$500.00 fee for such accommodation. Rented tables and chairs must be positioned and removed by vendor or wedding coordinator on day of event.

Excused Non-Performance:

If for any reason beyond its control including, but not limited to, strikes, labor disputes, accidents, government requisitions, commodities or supplies, acts of war or acts of God, the Inn is unable to perform its obligations under this agreement, such non-performance is excused and the Inn may terminate this agreement without further liability of any nature upon return of Patron's deposit. In no event, shall the Inn be liable for consequential damages of any nature for any reason whatsoever.

Seating Requirements:

While the Owenego requires a minimum of 100 guests, the Inn can accommodate up to 200 persons. The following restrictions, however, do apply:

For a sit-down dinner, guest lists of 150 guests or less may be seated entirely in the main dining room. If attendance is between 140 and 150 persons, and total seating is desired in main dining room, a round head table should be selected. If guest list exceeds 150, additional seating will be provided in the upper dining room.

For a dinner buffet, the maximum number of guests may not exceed 150.

With a cocktail buffet, the Inn can accommodate a maximum of 140 guests.

Ceremony on Premises:

Wedding ceremony may be held on the Owenego grounds for a fee of \$600.00.

This fee is incurred because of staffing issues. In no manner is the Inn responsible for set-up or orchestration of ceremony, music, distribution of bridal party flowers, etc.....

If chairs, runner, trellises, etc...are rented from an outside vendor for a wedding ceremony, the Inn is not responsible for the set-up or removal of said items. Similarly, the Inn is not responsible for damage, loss or theft of said items and/or any articles brought on the grounds prior to, during or following the wedding. Finally, removal of said items must be on same day as reception.

Certificate of Insurance for Outside Vendors:

Any outside vendor, such as bands, disc jockeys, cappuccino & espresso bars, must supply the Inn with a certificate of insurance, as mandated by our insurance company. It is understood that the wedding couple agrees to make arrangements to supply this certificate to the Owenego Inn by the time of final paym

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Kindly complete below form and return with a non-refundable deposit in the amount of \$4,000.00. Please make deposit payable to The Owenego Inn and mail to:

The Owenego Inn
40 Linden Avenue
Branford, CT 06405

The signature below testifies that I have read and am in agreement with the rental terms as stated in the Terms of Rental Agreement of the Owenego Inn.

Name of Bride/Groom (kindly print) _____

Address & Phone # _____

E-Mail Address _____

Name of Bride/Groom (kindly print) _____

Address & Phone # _____

E-Mail Address _____

Signature _____

Check Number _____

Today's Date _____

Wedding Date _____

Start Time of Reception _____

THANK YOU!!!

O W E N E G O *the*

Contact Information:

Mailing Address:

The Owenego Inn
40 Linden Avenue
Branford, CT 06405

E-Mail:

info@owenego.com

Website:

www.owenego.com

Phone:

203-488-3805

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