



Oakhurst Garden Facilities Rental Contract

For Parties Under 50 Guests

We appreciate you choosing the Oakhurst Garden, a branch of the Wylde Center, for your event. Rental fees for weddings or large events have different rates. Visit our website for details.

CONTACT INFORMATION

Name/ Organization (print)

Address

City State Zip Phone Number

Email

Date(s) of Event Time of Event Type of Event

Estimate # of attendees(need final count one week before)

BIRTHDAY PARTIES

**If you have more than 15 children participating in the activities they will be an additional \$5 each

Name of Birthday Child Age Birthday Boy/Girl is Turning

Party Theme Preference

Birthday Party Hosts- Along with acting as a colorful character for your event, party hosts provide themed crafts and activities for the children attending the party.

Chaperones- We require a Wylde Center Chaperone is you are serving alcohol, using our fire pit, having amplified sound, or the party is over 40 people. The Chaperone will help with your event and ensure that everything goes smoothly with your rental space during your event.

GARDEN RENTAL FEES

3 HOURS

4 HOURS

Garden member \$125

Garden member \$150

Non-member \$175

Non-member \$200

Chaperone \$75

Chaperone \$85

Birthday Party Host \$75

All events are required to pay a security deposit that will be returned to you once your event is over and we have received your completed Wylde Center Event Checklist. **Failure to complete and turn in your check list will mean that you are forfeiting your security deposit.**

Birthday Rentals- \$50 security deposit

Event rentals- \$100 security deposit

INITIAL EACH SECTION INDICATING THAT YOU HAVE READ AND AGREE WITH THE TERMS

1. The remaining balance of your event must be paid in full by the end of the event. Put balance due in front porch drop box
2. Your rental time includes 30 minutes of your own set up and 30 minutes of breakdown.
3. **All events must complete, sign, and turn in a Wylde Center Checklist (located at the entrance to the party room) after their event. Please leave this checklist in the front door drop box.**
4. The Garden Schedule will be fashioned around the information within this contract. It is in everyone's best interest to vacate and clean the party room by the scheduled time within the contract.
5. There is a maximum of 20 people (adults and children) allowed in the private Garden room.
6. To secure your event date and time, we require a security deposit (\$50 for birthday rentals and \$100 for event rentals). We cannot hold a date & time without this signed contract and a deposit. In the case of a cancellation, we will hold your deposit. When possible, let the Garden know 14 days in advance if your secured date no longer needs to be held.
7. Cleaning Policy: **All food, trash, and personal items must be removed from the premises.** The room/garden spaces must be cleaned up and organized as it was found prior to the event. Chairs and tables placed back in their original positions. You are welcome to leave any clean recycling in our recycling bin, but all perishables and trash must be removed. Black trash bags can be found under the kitchen counter below the sink. If the cleaning policy is not executed you will not receive your security deposit back.
8. Due to the small nature of the kitchen that will be available to you for your event, we ask that **NO FISH** be cooked in our kitchen.
9. Mosquitoes: For \$35 we will secure the common area between house and chicken coop. For \$70 we will secure common area and the areas around the pond. **This service must be requested at least 2 weeks in advance and paid for in advance.**
10. All events that have live/amplified music and/or alcohol must have a garden appointed chaperone. To discuss if you need a chaperone contact events@wyldecenter.org at least 2 weeks in advance.
11. The outside sinks are not for washing dishes or arts/craft. They are for washing hands only.
12. Rain Policy: In the event of rain on the day of your event, we are happy to work with you to reschedule for another day. If you choose not to reschedule, the full amount of the rental fee will still be due. Last-minute cancellations of outdoor rental events due to inclement weather will not be considered for refunds.
13. Garden Regulations: **No picking fruits or vegetables.** Please stay on marked paths. Do not feed the chickens anything that is not listed on the coop. All Garden plots are private property.
14. Confetti is not allowed

WAIVER

Your signature below constitutes and is evidence of your agreement to accept general liability for yourself and any underage participants accompanying you and indemnify and hold harmless Oakhurst Community Garden Project(OCGP)/ Wylde Center, its Board of Directors, its employees and agents, either jointly or severally, from and against any and all claims, damages, causes of action or injuries, including reasonable attorneys' fees and costs expended in defense thereof, incurred or resulting from yours and/or your child or ward's participation with the OCGP/Wylde Center and its Sites.

Signature

Date

Thank you for making your party, the Garden, and our planet a greener home for us all!

The Oakhurst Garden is located at 435 Oakview Road, Decatur, GA, 30030
WYLDECENTER.ORG