

HOLIDAY WEDDINGS AND PARTIES BARN AND TENT VENUE

41 Chaffeeville Road ♦ Mansfield Center ♦ CT ♦ 06250 ♦ 860.423-1375 ♦ info@holidayrecreation.com

Welcome!

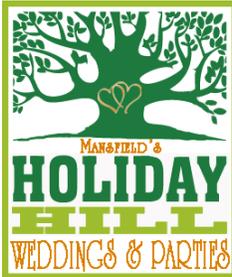
Holiday Hill has been a destination for weddings and family celebrations, community and organizational events, as well as the region's oldest and largest summer day camp for children for over 60 years. We host events from May to October, seven days a week, between the hours of 10:00 a.m. and 10:00 p.m.

Holiday Recreation Center's large event tent and cozy post-and-beam barn, twenty-five acres of well-kept rural grounds and recreational facilities combined with our flexible options for catered and non-catered custom events makes for an unparalleled venue in eastern Connecticut.

We're delighted that you are considering conducting your special event with us. The information in the pages that follow should help you begin to plan for your wedding, family reunion, company picnic, graduation celebration or special event. Don't hesitate to contact us with any questions or special requests. We look forward to serving you!

*Wendy and Dudley Hamlin,
Owners*





HOLIDAY

WEDDINGS AND PARTIES

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Have your wedding or special event your way at Holiday Hill!

You want your wedding or party to be uniquely your own. We want to help! We are happy to customize our venue and packages to your wedding plan or special event needs. Your affair will be the focus of our day and we will tailor arrangements to help make your vision a reality. We can accommodate all sorts of decorating ideas and themes for your wedding ceremony and reception. Your special event can be casual or formal, free-flowing or carefully scripted. We can help arrange catering and DJ's for your wedding reception or you can have a family-style do-it-yourself plan. The possibilities are endless!

♦ **WEDDING PACKAGE**

Invite your wedding guests to one location for the day! Start with an outdoor wedding ceremony or indoor ceremony in our classic post-and-beam barn. Then, you and your guests can stroll right into our spacious reception tent set for as formal or informal a wedding reception as you wish. Our tent is a classic high-peak design, wedding-white, and spacious enough to serve up to 400 guests. It can be set up in any number of configurations for as formal or informal a reception as desired. It is set with picnic tables that may be removed for more formal banquet tables and chairs. Smaller groups (85 and under) may elect to hold their reception inside our post-and-beam barn. Rental includes Up to six hours on grounds with additional event hours available. Advance decorating time may be arranged.

♦ **PARTY AND EVENT RENTAL PACKAGE**

Our party and event rental package includes full use of our facility for up to six hours. In-season swimming can be added as an option. Our event tent, barn and all recreational facilities may be utilized. The barn and tent can host meetings as well as parties and can be set in many configurations of tables and chairs. Audio-visual aspects are available. The tent is regularly set up with picnic tables that can be rearranged, replaced, or augmented with display tables, or banquet tables and chairs for an additional fee. A small stage can be set-up or, there's plenty of room for a larger, custom stage, if desired. Smaller groups (85 and under) may elect to dine in our post-and-beam barn. Advance decorating time may be arranged.

Pricing

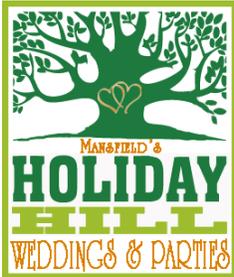
♦ **WEDDING PACKAGE**

\$1200.00 minimum or \$18.99 per adult; \$8.99 per child 12 and under; Children under 4 years-old free.

♦ **PARTY AND EVENT RENTAL PACKAGE**

\$1000.00 minimum or \$15.99 per adult; \$6.99 per child 12 and under; Children under 4 years-old free.

See Additional Services on the next page.



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Additional Services

- ♦ **Wedding Rehearsal**—Dates may be reserved for \$150.00. Includes two-hour visit time.
- ♦ **Rehearsal Parties**—Available to add on to a Rehearsal, up to two additional hours, \$15.99 per person.
- ♦ **Chairs**—Ceremony and Reception Chairs; \$1.50 per chair
- ♦ **Tables**
 - 72” Round Banquet Heavy Duty Tables, seat 8 to10; \$12 per table (You must arrange for cloth table covers through your caterer, on your own.)
 - 60” Round Plastic Tables, seat up to 6, \$6 per table. (You must arrange for cloth table covers through your caterer, on your own.)
 - 8’ x 30” Rectangular Tables, seat up to 8, or used for food and beverage service or other, \$6.00
 - 6’ x 30” Rectangular Tables, seat up to 6, or used for food and beverage service or other, \$6.00
 - 8’ Picnic Tables may be used in the tent at no charge. Picnic tables may be placed at alternate locations on the property for \$12 per table.
- ♦ **Extra Hours:** Hours planned in advance, \$150 per hour. Extra hours without notice, \$250 per hour.
- ♦ **Insurance**—Groups need to show proof of general liability insurance coverage for their event by providing us with a valid certificate of insurance. If you do not carry insurance an event policy must be purchased either through our suggested insurer (typically \$200.00) or the insurer of your choice.
- ♦ **PA System**—A PA system with speakers, amplifier and microphones is available at \$300 per event.
- ♦ **Shuttle Vans**—Service is available at \$75 per hour, per vehicle.

Deposits and Payments

A non-refundable deposit is required to secure a date. Payments may be made in the form of cash, check, or debit card.

- ♦ Wedding Package Deposit: \$1200.00
- ♦ Party and Event Rental Deposit: \$1000.00
- ♦ Confirmed Number (guaranteed minimum) of guests and Additional Services orders must be given to us no later than ten business days before the scheduled date.
- ♦ Payment of balance is expected ten business before the scheduled date, at the time number of guests is confirmed.

Additional Information and Policies

Cancellation Policy—The initial Event Deposit is non-refundable. If cancellation is due to expected inclement weather, or other force majeure, the deposit may be applied to an alternate date, as available.

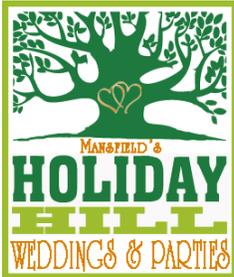
Live Music and DJ’s—Very loud amplified music outdoors is limited by town zoning ordinances. We will permit Disc Jockeys or Bands with the understanding that our requirement for controlling the sound that leaves our property be met. Live, un-amplified acoustic music is always permissible.

Liquor & Bartender Service—Alcohol must be purchased by the event host, or provided by a licensed bartending service, or brought by individual guests for their own consumption.

Swimming Pool—The pool is available from early June to September. Groups wishing to swim must ask us to schedule staff lifeguards at an additional \$50 per hour. Only persons with bathing suits are permitted to use the pool. Lifeguards will be in complete charge and will insist that all pool safety and health rules are enforced. We have two 25 yard in-ground pools. One is generally reserved for picnic use and one for our family club members.

Sports Equipment—Equipment for all listed activities is provided with the exception of softball gloves. Fastpitch Softball and Baseball are prohibited without proper equipment and adult supervision provided by group sponsors.

Adventure Challenge Course- Our Adventure Challenge Course areas are off-limits to rental guests unless special provision has been made by group organizers for operation of the Zip Line or other elements during their event.



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Reservation Request Form

Contact Person: _____

Organization Name: _____

Mail Address: _____

City/State/Zip: _____

Contact Phone: _____

Contact Phone (2): _____

Email: _____

Fax: _____

Requested Date: _____, _____ (name day of the week), _____ (month) _____ (date), _____ (year)

Requested Hours: _____ to _____
Events are scheduled for up to 6 hours, extra hours may be requested.

Rental Package: _____ WEDDING PACKAGE
_____ PARTY AND EVENT RENTAL PACKAGE

Estimated Numbers: _____ Adults _____ Children (12 & under) _____ Children (3 & under)

Insurance Coverage: _____ We will supply a current COI
_____ We will purchase event insurance from Holiday Hill's suggested insurer.

Deposit & Payments: A non-refundable deposit is required to secure a date. Payments may be made in the form of cash, check, or debit card.

_____ Enclosed is our deposit of _____ (see *Pricing* for required amounts)

_____ Please call me for debit card information.

Signature of Representative and Date:

Signature

Date

Printed name of signatory

Certificate for Qualifying Exempt Purchases by an Exempt Organization

If you are a qualifying exempt organization or Governmental Agency, complete and submit a Connecticut Form CERT-112 to the State of Connecticut Department of Revenue Services *at least three weeks prior* to your event. Tax exempt organizations must receive prior approval of exemption for rental or the purchase of meals at Holiday Recreation Center and submit it to us prior to billing or we must charge you sales tax.

Forms are available online at: http://www.ct.gov/drs/lib/drs/fillable_certificates/cert-112fillable.pdf