



At The River Venue – Wedding and Event Venue Rental Agreement

Address: 895 Blackberry Lane, Afton, Tennessee 37616

Business Entity: At The River Venue LLC

Phone: (423) 444-7082 **Email:** Attherivervenu@gmail.com

1. Event & Client Information

Client Name(s): _____

Address: _____

Phone: _____

Email: _____

Event Type: ☐ Wedding ☐ Reception ☐ Other: _____

Event Date: _____

Event Time: From _____ to _____

Estimated Guest Count: _____

Payment Contact:

Name: _____



Mailing Address: _____

Email Address: _____

Phone Number: _____

Type of Payment: _____

2. Pricing & Payment Schedule

Venue Rental Fee: \$ _____

Additional Services: \$ _____

Cleaning Fee Deposit: \$ _____

Total Amount Due: \$ _____

Access & Time:

- Access begins at _____ and ends at _____.

- Ceremony Time (Estimate): _____

- Any occupancy of the venue more than 15 minutes prior to or past the designated start/end times will result in a \$100/hour fee, rounded to the nearest hour.



Payment Schedule:

- A Custom Payment schedule will be sent as a part of your initial invoice. Due dates are mandatory, and failure to pay by dates listed can result in cancellation of the event with no refunds of payments. Payment plans are accepted at the discretion of At The River LLC. A separate contract will be sent to confirm payment plan if applicable.

- Reservation Deposit:** \$1,000 due upon signing (Non-refundable).
- Remaining Balance:** Due 90 days prior to the event. (Non-refundable)
- WedSafe Liability Insurance:** Proof of coverage is due 90 days prior to event

Payments / contracts not received by the due date may result in cancellation of reservation without refund.

3. Cancellation Policy

- **Client Cancellation:** All payments made are non-refundable. To formally cancel your event, please email Attherivervue@gmail.com for our “Cancellation Form”, which must be filled out and signed in its entirety to cancel your event. Changing the event date to a later date is considered a cancellation without prior approval.
- **Venue Cancellation:** Venue may cancel due to natural disaster, unsafe conditions, or legal restrictions. In such cases, all payments can be fully refunded, and the venue shall have no further liability.

4. Rules & Regulations

General Conduct:

- Client and guests must comply with all local, state, and federal laws.
- No illegal drugs, firearms, disorderly conduct, or harassment will be tolerated.
- Children must be supervised at all times.
- The venue should be left in the condition it was found in.
- Venue’s maximum indoor event capacity is 175 seated guests.

**Usage:**

- Client shall be entitled to use the property and improvements to include the venue and designated grounds surrounding the building. Purchasing the Bar Package is required to use designated bar area. The Bride and Groom suites are available for Weekday and Weekend Packages ONLY. Receptions / Parties / Elopements will not have access to the Bride or Groom suites.
- Designated grounds: Client is only allowed use of immediate grounds surrounding the building, including the ceremony site. For the safety of all guests, guests are not permitted past the posted "PRIVATE PROPERTY" signs unless approved by At The River LLC.

Decorations:

- Decoration package of \$250 includes are White as Snow Jumper and string lights for the Ceremony Site Pavilion.
- No nails, screws, or adhesives that damage property.
- No glitter, confetti, or open flames indoors.
- All Decorations must be approved by At The River LLC prior to your event.
- All décor must be removed by end of event.

Food:

- Outside catering permitted; caterers must be licensed and insured if contracted by the client.
- Food must be prepared offsite. Serving Area provided by the Venue is not for food preparation. If licensed and insured caterers are not used, and Reception Services are not selected, client is responsible for all food and drink distribution, heating and cooling, utensils, and clean up of tables/food serving areas. Client is subject to the \$250 Cleaning Deposit listed in Section 2, which is fully refundable upon meeting requirements of clean up.
- Venue is not responsible for any outside food. Outside Food and Non-Alcoholic Drinks provided by client must be approved by venue.



USAGE OF ALCOHOL:

ALCOHOL WILL BE SERVED AT THE VENUE BY A LICENSED BARTENDER.

If the Client chooses to utilize the dedicated bar area ("Bar Package"), the Client must independently contract a licensed and insured bartending service from At the River LLC's Approved Vendor List. The contracted bartending service will assume all responsibility for compliance with state and local alcohol distribution laws. If the Client does not utilize the Bar Package, the Client cannot use the dedicated bar space and must provide At the River LLC with a copy of their independent licensed bartender service and insurance. Under all circumstances, the Client remains responsible for the appropriate use and consumption of alcohol by all persons in attendance at the event, and liability for any consequences arising from the consumption of alcohol shall be assumed by the Client and the party obtaining the use of the venue. Only the Client or the approved, contracted bartending service may supply alcohol for the event. No guest or invitee may supply alcohol. BYOB (Bring Your Own Beer) is forbidden. A licensed and insured bartender must be present to serve any and all alcoholic beverages. No drinking games are allowed to be played with any alcohol on the premises. Special alcoholic event insurance in the form of wed-safe alcohol insurance is mandatory if alcohol is served. Last call for alcohol serving is no later than 90 minutes before the rental period ends, and serving must stop one hour before the rental period ends. The maximum serving window for alcohol is 6 hours. Client understands that if they select they are NOT serving alcohol and anyone is seen consuming alcohol on the premises, or any alcohol is found on the premises during the event or during clean up by the Venue, an Alcohol Fee of \$500 is immediately due as a penalty for breach of contract. Anyone consuming alcohol NOT served by the approved bartending service will be asked to leave. The Venue has the right to ask any person to leave at any time and has the right to close the bar at any time.

**Inclement Weather:**

If rain, snow, or wind is anticipated on the date of the event, then any portion of said event to be held outside shall be moved inside the building. Under no circumstances shall inclement weather on the date of the event be considered an acceptable reason to cancel or change the date.

Music & Noise:

-Client is responsible for governing musical entertainment at the event, such that it be always kept at a reasonable volume. After cocktail hour, outside volume should be maintained at less than 55dB. All music must be terminated no later than half an hour before the end of the rental period.

Smoking

- Smoking only in designated areas outside the barn next to the fire pit. No fireworks or open flames of any kind without written permission.

Fire Pit Use & Liability

-Use of the designated outdoor fire pit is permitted during the rental period, provided that the Client complies with all safety regulations and assumes full responsibility for its operation. The Client agrees to use only the approved firewood and fire starter provided by the Venue; no outside wood, yard waste, trash, or chemical accelerants may be brought into or burned on the property. The fire pit must be supervised by an adult (18 years or older) at all times while in use, and the fire must be fully extinguished before the conclusion of the event or prior to the Venue being vacated. The Client assumes all liability for any personal injury, property damage, or unauthorized fires resulting from the use or misuse of the fire pit, and agrees to indemnify and hold harmless the Venue and its owners from any related claims or damages.

Pets:

- Pets allowed ONLY with prior written approval.

**Parking:**

- Vehicles must remain in designated areas. Venue is not responsible for loss or damage to vehicles or personal property.

Photography & Videography:

- Client grants At The River LLC permission to use event photos and videos for promotional purposes and agrees to request a media release from their hired vendors for such use.

Photo release:

- Client hereby consents and agrees that At The River Venue LLC has the right to take photographs, videotape, or digital recordings of the event and use these media for the purpose of advertising. Client consents that names and identity may be revealed therein by descriptive text or commentary. Client understands that there will be no financial or other remuneration for recording or photographs.

Personal Items:

- At The River Venue LLC is not responsible for any unlocked or unattended items left at or around the Venue during the duration of the event.

5. Liability & Indemnification

The Client agrees to assume full responsibility for the conduct of all guests, vendors, and participants.

Client agrees to **indemnify, defend, and hold harmless At The River Venue LLC**, its owners, employees, and agents, from and against any and all claims, damages, liabilities, costs, or expenses arising from:

- Personal injury, death, or property damage occurring on or about the premises during the rental period;
- Any negligence, act, or omission by the Client or their vendors;
- Failure to comply with this agreement, applicable laws, or ordinances.



At The River Venue LLC shall not be liable for any indirect, incidental, special, or consequential damages, including lost profits or emotional distress. Client's sole remedy for any claim shall be limited to the amount paid under this agreement.

6. Insurance

Client must provide **proof of event liability insurance** with a minimum coverage of **\$1,000,000 per occurrence** naming **At The River Venue LLC** as an additional insured. Insurance must be purchased from Wed Safe Insurance. Proof must be submitted no later than 90 days prior to the event. Property address is 895 Blackberry Lane, Afton, TN, 37616.

7. Cleaning Responsibilities

Client must remove all personal items, décor, and place trash in designated areas by the end of the rental period. Trash must be bagged and placed in designated bins. Failure to comply will result in forfeit of the \$250 cleaning fee deposit.

8. Governing Law & Dispute Resolution

This agreement shall be governed by and construed under the laws of the **State of Tennessee** and **Greene County**. Any disputes or damages must be litigated in Greene County Circuit Court, non-jury, and parties consent to venue and jurisdiction.

9. Severability

If any part of this agreement is deemed invalid or unenforceable, the remaining provisions shall remain in full force and effect.



10. Entire Agreement

This document represents the **entire understanding** between the Client and **At The River Venue LLC**. No verbal or written modifications are binding unless signed by both parties.

11. Signatures

By signing below, both parties acknowledge they have read and agree to all terms and conditions.

Client Signature: _____ **Date:** _____

Client Signature (if applicable): _____ **Date:** _____

Venue Owner: _____ **Date:** _____
Title: Owner/Manager – At The River Venue LLC