

# THE CLUBHOUSE AT WASATCH WING & CLAY

## Rental Agreement For Weddings

This Rental Agreement is between Wasatch Wing & Clay and

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(Hereinafter known as CLIENT) for the use of the rental of the clubhouse.

Date Wedding was booked: \_\_\_\_\_

Event Date: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email address: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Additional contact(s) who have permission to make changes & decisions

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### Terms and Conditions

#### Reservation & Payment Policy

- **Wasatch Wing & Clay must receive a non refundable deposit of \$100 AND a signed rental agreement when scheduling, in order for the event date to be guaranteed.**

#### Tuesday-Thursday 4:00p.m. - 10:00p.m **\$1300**

Wedding setup can start at 9:00a.m

Ceremony or Reception can start after 4:00p.m

Light Clean up must be completed before 10:30p.m or additional fees may apply.

#### Friday-Sunday 4:00p.m. - 10:00p.m **\$1500**

Wedding setup can start at 9:00a.m

Ceremony or Reception can start after 4:00p.m

Light Clean up must be completed before 10:30p.m or additional fees may apply.

- **The remaining balance of \$1,200 or \$1,400 of the rental fee is REQUIRED at the Final meeting Seven days before the wedding. (The full event fee is NON REFUNDABLE After the final meeting.**

- If you choose to serve alcohol at your event, there will be an additional **\$300 fee.**  
(If you choose to sell alcohol at your event, you will be required to hire a licensed bartender)

**Please plan ahead for transportation if Alcohol will be served at the event. (Sleeping on premises is prohibited)**

**WWC Will not be Liable for Any persons who choose to drive while intoxicated.**

- If you choose to add clay target shooting Everyone will get Member Pricing
- Events must be completed by **10:00 p.m.** and clean-up must be completed by **10:30 p.m.**

**(Unless Approved ahead of time by WWC Staff)**

**New time approved : a.m / p.m.**

**Approved by \_\_\_\_\_**

**\*\*\*CLIENT will incur a \$100 fee for every half hour over\*\*\***

- Client agrees to these payment terms
- CLIENT INITIALS

**Checks for the deposit and/or remainder must be made out to:  
Wasatch Wing & Clay, LC Memo: (Date of event)**

**Mail to:**

Wasatch Wing & Clay  
P.O. Box 289 Cedar Valley, Utah 84013

**Payments can be made anytime over the phone or at the clubhouse**

## **CLEANING CHECKLIST**

This cleaning checklist is subject to change.

### **PLEASE TIE UP ALL GARBAGE BAGS BEFORE TAKING THEM OUT**

- Wipe down tables/chairs. Neatly place them in the designated area to avoid additional charges. Chairs must be stacked on dollies.
- All Couches/furniture must be brought back into the clubhouse and put back in the designated area.
- Use a large broom to sweep ALL floors of the rental space. Wipe all cake, food, drink and sticky spills off floors.
- If needed, vacuum carpets/rugs of rental space used.  
(This includes the upstairs loft area if used.)
- Wipe down all the space and appliances used in the kitchen area.  
(Cleaning supplies can be found under the kitchen sink.  
Use of ammonia based products are prohibited.)
- Take ALL trash out of the clubhouse. Staff will direct you to the appropriate receptacles provided. (New garbage liners can be found under the kitchen sink)
- Check parking lot, walkways, lawn and any outdoor area for any trash, food or miscellaneous items used for the event
- Remove any and **ALL** such items found outdoors to avoid additional fees.
- Clean Out Fridge/Freezer. - DO NOT LEAVE ITEMS IN FRIDGE

**\*\*\*CLIENT will incur a \$100 fee if failure to comply\*\*\***

- CLIENT agrees and understands the cleaning policy

     CLIENT INITIALS

## **KITCHEN USAGE**

Kitchen usage is limited to **PREPARATION ONLY.**

This means that the food may be assembled and may be warmed or kept warm using the warming oven. Perishables and beverages may be chilled in the limited space in the refrigerator on the day of the event, limited freezer space is available. Plan accordingly, the oven, refrigerator, and microwave must be cleaned after use.

- CLIENT understands that the kitchen usage is limited & that additional fees may apply if guidelines are not followed.

CLIENT INITIALS

## **FOOD**

ALL food must be prepared, brought onto the premises, and served by CLIENT or a caterer that is designated by the CLIENT. There is no extra charge to have a caterer or Food Truck.

CLIENT is responsible for cleaning the kitchen. \*\*See kitchen usage\*\*

## **VIDEO/SOUND MEDIA**

If using any video/sound for an event, it is required that the media is brought with you on your Final Wedding Walk

ALL media must be Windows supported. ( YouTube link is recommended)

- CLIENT agrees and understands the media policy

CLIENT INITIALS

## **PET POLICIES**

Pets are not allowed inside the clubhouse. If pets are being used for a wedding ceremony or event inside the clubhouse an approval will need to be given from Wasatch Wing & Clay.

( Please be responsible for your pets and any messes they make)

- CLIENT agrees and understands the pet policies.

CLIENT INITIALS

## **DECORATIONS**

- Decorations may **NOT** be fastened to the inside or outside walls, with thumb tacks, nails, staples or pushpins.
- Sticky adhesive on the walls and floors are **prohibited**.  
(Command Strips are not allowed.)  
Painters tape is **permitted** but must be removed at the conclusion of the event.
- Candles must be completely enclosed in a glass or non-flammable holder. If wax or flame ruins any surface CLIENT is responsible for damage.
- Stakes or pegs can be placed only 4 inches deep in the lawn or any other areas on the grounds. CLIENT must consult with staff before placing the stakes or pegs.
- The use of glitter, confetti, rice, silly string, sidewalk chalk, or birdseed is **strictly prohibited** in the clubhouse and/or on the grounds.  
**\*\*\*If these items are used CLIENT will incur a \$150 fine for excessive clean-up\*\*\***
- No Balloons INSIDE THE CLUBHOUSE
- Immediately following the completion of the event, **ALL** decorations, trash, or other debris must be thrown away in the appropriate receptacles provided. Anything left behind will be thrown away and a cleaning fee will apply.
- When in doubt about decorations deemed acceptable, CLIENT must consult with Wasatch Wing & Clay staff.  
**\*\*\*Failure to do this may result in damages and/or excessive wear and tear and CLIENT will incur a fine.**
- CLIENT agrees and understands the decorating policy  
      CLIENT INITIALS

## **MISCELLANEOUS POLICIES**

- If CLIENT rents extra tables, chairs, decor, etc. from any other rental company, it is the CLIENTS responsibility to get such items returned to the company as quickly as possible.
- Wasatch Wing & Clay staff will be present during **ALL** events.
- Wasatch Wing & Clay reserves the right to take photographs of rental events for its own records and for use on Social Media settings.
- **If alcohol is being served at the event, all guns must be put away and may not be used for the remainder of the event**
- The loft area is not intended for a babysitting area Unless a babysitter is provided and will be with children at all times unattended children are not allowed in the loft area.
- Wasatch Wing & Clay reserves the right to refuse service to anyone.
- No Smoking or Vaping in Clubhouse
- Children and Adults are not allowed in or around Trap machines or houses. Fees will apply if machines or targets are damaged.
- CLIENT agrees and understands the miscellaneous policies  
\_\_\_\_\_ CLIENT INITIALS

## AMENITIES OFFERED

- Use of Land for Engagement/Bridal Pictures
- Wedding party loft- Brides Vanity, Privacy Screen, Bridesmaids area, Groom and Groomsmen area.
- Barnwood backdrop on wheels (2)
- 120- black folding chairs
- 21- 8 foot long rectangle tables (seats 6-8)
- 20- 5 foot wide round tables (seats 6-8)
- 4- 4x4 foot wooden tables
- 16- wooden chairs
- 3- flat screen televisions
- Professional indoor outdoor sound system
- Arch
- Wooden Spool
- Mantle & Hearth

*Mantle 84 inches across in length*

*Mantle to hearth 91 inches across*

*Mantle to floor 110 Inches long*

### What Is Expected for Clean up at the end of the night:

Wipe Down Tables and Chairs. Neatly place them in the designated area to avoid additional charges. Chairs must be stacked on Dollys

All Couches/ Furniture must be brought back into the clubhouse and put back in the designated area.

Use a Large Broom to sweep ALL floors of the rental space. Wipe all cake, food, drink and sticky spills off of floor (mop is available if needed)

If needed Vacuum carpets/rugs/loft area if area was used.

Wipe down Countertop, Sink, appliances inside and out of items used in the Kitchen area. (Cleaning Supplies can be found under the sink or you can ask an employee) Use of ammonia-based products are prohibited.

Take ALL trash out of the clubhouse/bathrooms. Staff will direct you to the appropriate receptacles provided. (New garbage liners are under kitchen sink)

Check Parking Lot, Walkways, Lawn, Trap Fields, and any outdoor area for Trash, food or Miscellaneous Items used for the event. Such as Sparklers, Sprinkles, Whipped Cream, Oreos, Empty Shotgun shells, and so on. Remove ALL such Items found outdoors to avoid additional fees. (Please see Wedding Contract for more details if needed)