

Weekend / Wedding Reservation Form

Event Date: _____ Hours: _____ Event Type: _____

Organization: _____

Bride/Groom Last Name: _____

Contact Person: _____

Address: _____

Phone: Home: _____ Work: _____ Cell: _____

Email Address: _____

Accommodations Needed:

(Must be completed 2 weeks prior to event)

Number of People _____	Round Tables _____
House _____	8 Foot _____
Pavilion _____	Chairs per Table _____
Church _____	Head Table _____
Front Porch _____	Flame Pots _____
Back Patio _____	

Caterer: _____

Set Up Arrival Time: _____

Payments

Reservation Fee	\$250.00	\$ _____	Check #	_____
Rental Fee	\$750.00	\$ _____	Check #	_____
Security Fee	\$350.00	\$ _____	Check #	_____
Rehearsal Dinner	\$250.00	\$ _____	Check #	_____
Church	\$200.00	\$ _____	Check #	_____
House Kitchen	\$250.00	\$ _____	Check #	_____
House Sunroom	\$250.00	\$ _____	Check #	_____
Total Fees	\$ _____			
Balance Due	\$ _____	\$ _____	\$ _____	

**NO ALCOHOL EXCEPT CHAMPAGNE AND/OR WINE FOR CEREMONIAL
AND RITUAL PURPOSES FOR WEDDINGS ONLY.**

Name and phone number of the person responsible for clean up and trash removal.

I agree to the rules of Gaither Plantation and accept full responsibility for clean up and trash removal.

Signature: _____

Date: _____