



## Main Lobby Ceremony Contract When Ballroom One Reception Is Contracted

**The Fee for Events Booked in Ballroom One is \$500 and Includes:**

- use of the lobby for one hour immediately prior to the reception start time
- guest seating for a maximum of 80 seats ~ seat count is due one week before event
- unity table or podium when request with one week notice
- bridal suite for one hour immediately prior to the ceremony start time (see below)
- rehearsal (see below)

**Rehearsal:**

- A one hour rehearsal is **permitted based on availability** the Wednesday or Thursday before the event. **Rehearsals are not guaranteed** and may not be scheduled until **three weeks** before the wedding date.
- We will do our best to accommodate, however, if an event is scheduled the day you request to hold your rehearsal, the rehearsal will not be permitted.
- Rehearsal guests must vacate no later than 6:00 p.m. **A late fee will be applied if necessary.**
- There is to be no furniture, tableware, decorations or displays moved during your rehearsal. **Cleaning fees will be applied.**
- Food and beverages are prohibited during rehearsals. **Cleaning fees will be applied.**

**Bridal Suite:**

- One hour is included. Additional hours may be rented for \$150 per hour with one week notice.
- Other than items purchased from Arnaldo's Banquet Center, food and beverages are prohibited.
- Showering is prohibited. **Cleaning fees will be applied.**
- No smoking
- All personal belongings must be removed within fifteen minutes of the ceremony end time.
- The groom and groomsmen must be in wedding attire upon entering the facility.
- The bride and bridesmaids may dress in Bridal Suite within the one hour allotted time period.
- Arnaldo's is not responsible for damages or loss of any items brought into Arnaldo's by lessee, lessee's guests, independent contractor, lessee's agent or any person on lessee's behalf.

**All applicable policies pertaining to reception contracts apply to ceremony contracts.**

**A minimum \$100 deposit is required with this contract to secure the ceremony site.**

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I, \_\_\_\_\_ have read, understand and agree to the terms of this agreement. Date \_\_\_\_\_

Management Signature \_\_\_\_\_

Payment Amount \_\_\_\_\_ Date \_\_\_\_\_ Check # \_\_\_\_\_