

Little White Chapel - 400 E Front St Wittenberg, WI

Regular Daily Rates:

Monday - Thursday: \$99 Per Day

Friday: \$399

Saturday: \$399

Sunday: \$299

Weekend Special: Friday, Saturday & Sunday \$999

Nov & Dec 2023 & Jan 2024 Special Winter Rates

Monday - Thursday: \$75 Per Day

Friday: \$300

Saturday: \$300

Sunday: \$200

Weekend Special: Friday, Saturday & Sunday \$700

Items included in the rental:

- **200 White Resin Folding Chairs with Vinyl Seat**
- **20 - 60" Round White Tables**
- **3 - 32" Round White Bar Height Tables**
- **8 - 96" x 30" rectangle White Folding Tables**
- **Full Kitchen with supplies, Stove, Refrigerator, Microwave and 2 sinks**
- **2 Bathrooms in the lower level**
- **Wall Mounted AC in the upper level**
- **Extra side room with 2 lounge chairs and makeup vanity with mirror**
- **3 entrances with steps**
- **Parking lot for about 20-25 cars**
- **Stage on the upper level (10x30)**
- **Off Street parking available on E. Vinal Street.**

Capacity: 100-120

-The upper level seats about 100-120 with chapel wedding style (Chairs only) seating for a wedding ceremony.

-The lower level seats about 90 with 2 rectangular tables of 9 and 9 rounds of 8 with the possibility to seat 100 with more chairs added.

- You can also use extra tables in the upper level to have a party or dinner which would seat about 100.

-Stage in the upper level to have a DJ or singer

Full Name or Organization: _____

Event details: _____

Date of Event: _____

Time event will run: _____

Home Address:

Cell Phone: _____

E-Mail Address: _____

Credit Card On File(If not paying with an invoice)

Name on card: _____

Card Number: _____ **Exp**__ / __ / __

Code: _____

Party Planner Contact: _____ **Phone:** _____

Notes:

Rental Agreement-

- Customer represents to be at least 18 years of age and legally capable of entering into this contract under Wisconsin law. Payment in full is required at booking to confirm your date. The rental agreement becomes effective & date reserved when agreement is signed and rental fee is paid in full. Checks can be made out to CT EVENT SPACES LLC or an invoice can be sent to pay via credit card.
- You may contact Hope the Venue Manager at info@cteventspace.com to arrange a tour of the venue. Phone: (715) 402-4388
- Use of the premises begins at 8:00 AM on the rental date. It is the renter's responsibility to inspect the premises and report any problems to the manager right away. The renter shall be responsible and pay for all costs and materials associated with the clean-up and/or repair of damages if the terms of this agreement are violated by the renter or person(s) who are invitees or permitted by the renter. Applicants will be billed for any damages, cleaning, lost keys, or other services required.
- **Per The Village of Wittenberg** "excessive alcohol consumption, substance abuse, disorderly or lewd behavior and loud or unnecessary noise or music (after 11:00pm) are prohibited, also all activity would need to be inside the building by that time. Also, per the ordinance, no public address systems or amplifiers are allowed to be operated, that would disturb the public peace of the neighborhood. The event must be over by 11:30 PM and premises vacated by 12:00 AM, except for clean-up. Cleaning must be completed by 8:00 AM the morning after the rental. You may rent the next day to clean up after the event at the regular price.
- Decorations must be removed. Any decorations not appropriately removed will result in a cleaning fee of \$100. You may not use any confetti or confetti balloons in the venue. You may not use nails, tape or tacks on the walls or floors. Painters tape may be used. You may move tables and chairs but please return the venue to the original way it was before your event. Cleaning supplies can be found in the kitchen.
- Flame candles must be in a contained vase or container that will not drip wax or start tablecloths or wood on fire. Propane tanks are not allowed inside the building. Grills used on a paved surface must have a barrier on the ground to prevent grease from staining and at least 20 feet from the building.

- **Per The Village of Wittenberg** It is the renter's responsibility to obtain a Temporary Class "B"/"Class B" Retailer's License and/or Temporary Operator License (if needed) on-site during public events. The **sale** of alcohol is prohibited without a license. These licenses must be approved by the Village Board and need to be submitted in advance to meet all required deadlines. No alcoholic beverages shall be permitted outside the venue during public events, other than in the designated area, unless the Temporary Class "B"/"Class B" Retailer's License includes the outside premise. No free alcoholic beverages shall be served in the Pavilion if the event has an **admission charge** or if the event is open to the public. Public events that do not have a Temporary Class "B"/"Class B" Retailers License may not sell alcohol, use tip jars, or have any exchange of money at their event (i.e.: charge per plate, admission charge, etc.) The sale of any alcohol; beer, wine, or booze, is prohibited at private events (those events without a temporary class B license).
- **Cleaning:** (You may elect to have us clean after the event for the fee of \$250. This does not give any person the right to spill or damage any items in the venue.) This cleaning includes: Sweeping and mopping the floor, And putting everything back into the condition it was before the event. Anything in addition or excessive will be subject to additional reasonable charges to clean the property back to the state it was in prior to the event. All garbage must be taken with you after the event. Dumpsters are not provided for garbage.
- The renter shall be responsible and pay for any damages or extra charges incurred to the premises or furnishings, apparatus, or equipment therein which has occurred due in whole or in part to the activities of any person or persons who are invitees or permittees of the applicant on said premises.
- Tables and chairs will need to be clean and properly stored in their locations or returned to the spot they were before the event. Broken or stained chairs will be charged the fee of \$75. Broken or stained tables will be charged the fee of \$180.
- Neither the company, its agents or employees shall be liable for any personal property of the customer or customer's guests, which are misplaced, damaged or left in the venue. The Venue shall not be responsible for the safe-keeping of any such item.
- Renter must ensure all exit doors are unlocked and access is not blocked. **It is also the applicant's responsibility to lock all exit doors at the end of the event.** All windows must be closed and latched.

- Two (2) adult chaperones, at least 25 years of age, shall be present for every 50 attendees at all youth meetings, parties, or dances.
- The renter assures that no guest under 21 shall consume alcoholic beverages. **ABSOLUTELY NO SMOKING INSIDE THE BUILDING. ILLEGAL USE OF ALCOHOL, AND/OR NARCOTICS OR CONTROLLED SUBSTANCES ARE PROHIBITED.**
- **Per The Village of Wittenberg** Renter is responsible for ensuring the roadway remains clear and traffic circulation patterns are open. You must obey all road signs and parking signs posted by the village. Parking on the road or in neighborhood driveways is prohibited. Once the parking lot is full you may have your guests park down E. Vinal Street. On Vinal from E. Front to Cherry they can park on both sides of the street. The village doesn't really want too much parking on E. Front street as it is very narrow (whereas Vinal is a wide street because it is one of our main throughways)

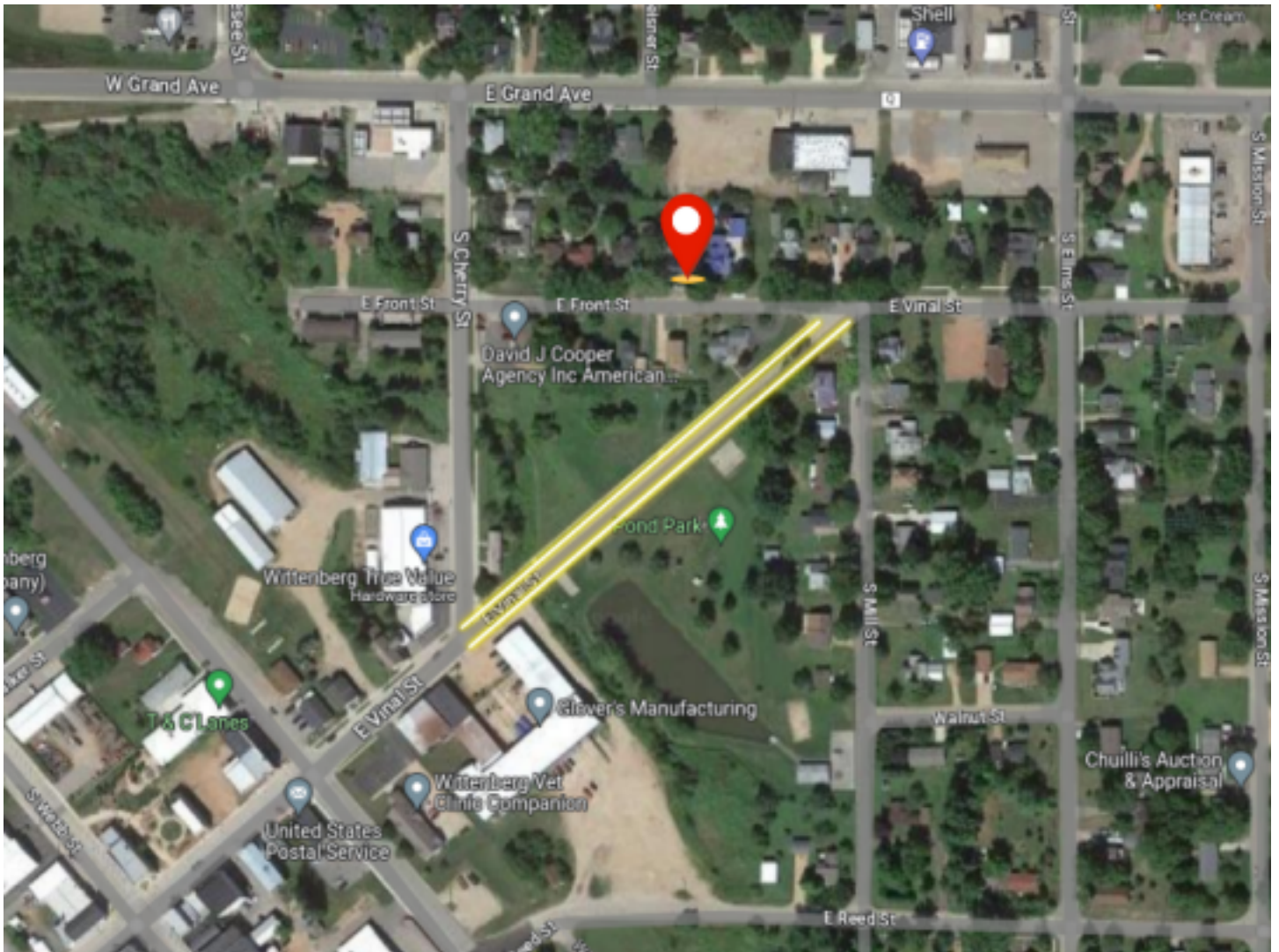
*****See Map attached**

- Except in the case of willful misconduct or gross negligence of company, its agents or employees, customer hereby waives any and all claims against company, its agents or employees for injury, loss, or damage, including consequential damages, to customer's person or property from whatever cause. In addition, the customer waives any right of subrogation with regard to the same.
- The company, or its designated representative, is hereby appointed customer's attorney-in-fact to sign customer's signature for additional charges to customer's credit card for damages, overtime, &/or any charges due & not immediately paid by the customer & is expressly empowered & authorized to charge all costs resulting from damages to said credit card.
- Management reserves the right to amend the contract at any time.

Renters signature: _____ Date: _____

Company representative signature: _____ Date: _____

Street Parking



Once the parking lot is full you may have your guests park down E. Vinal Street. On Vinal from E. Front to Cherry they can park on both sides of the street. The village doesn't really want too much parking on E. Front street as it is very narrow (whereas Vinal is a wide street because it is one of our main throughways)