

CONTRACT ~ "ONE DAY EVENT"

****Excludes Weddings****

DATE: _____ **TYPE OF EVENT:** _____

TIMEFRAME: _____ **NUMBER OF GUESTS:** _____

Usage is for one day only: Monday through Thursdays, and Sundays after two pm. You must set up the same day as the event. If you wish to drop off supplies the day before, please clear this with us. Clean-up must be done the end of your day when our property is booked by another group the following day. Otherwise, it may be possible to finish cleaning the next day.

Please indicate the area you wish to use:

- A) The Rose Garden
- B) The Lawn/Stage area
- C) The Party Pad

All 3 areas are equipped with water and electrical outlets and two are night-lighted.

A PROPERTY RENTAL FEE of \$500. is required to hold a date on our calendar and is *non-refundable*, as we will immediately block your date and turn away others requesting the same date.

YOUR USAGE FEE BALANCE of \$5. per person is due in full the day of your event.

A CLEANING/DAMAGE DEPOSIT in the form of a \$500. Cashier's Check must be on file with us 14 days prior to your event. This check will be returned to you un-cashed if the property is left clean and without damage of any kind. However, cleaning expenses and the repair/replacement of damaged items will be deducted from this deposit.

We have read the attached Rules and Conditions for Usage and agree to abide by them in their entirety.

_____ responsible party #1

_____ responsible party #2

_____ mailing address

_____ mailing address

_____ telephone contact number(s)

_____ telephone contact number(s)

_____ Email contact(s)

_____ Email contact(s)

Contract accepted by Jan Roth

Date signed by all parties

RULES AND CONDITIONS FOR USAGE

(ALPHABETIZED)

ALCOHOL: You may serve beer and wine to your guests on our property but not hard liquor. No exceptions. We forbid the service of alcohol to minors!

ATTIRE: We recommend you advise your guests to wear shoes suitable for a garden setting, and to bring a wrap in case of a cool evening.

BARN: The barn is locked during events. Please store all of your supplies in the snak-shak.

BANNERS: Banners, flags, market umbrellas, tables & chairs through out the gardens cannot be moved or removed.

CAMPING: Overnight camping is available to those using tents or tent-trailers; we cannot accommodate motor homes or RVs. The overnight camping fee is \$20 per person.

PLEASE NOTE: Any cars left here overnight will be charged a \$20 camping fee.

CANDLES: If you plan to use candles, you may wish to consider the new “flameless candles.” I have them throughout my home and find they put out very good light, appear realistic, and I like the idea that they are completely safe. (Mine are from www.candleimpressions.net – they light automatically at the time set, and run 100 hours on a small battery.)

CATERERS: Please discuss with us beforehand the caterer you will be using and his/her requirements. If you wish, we can refer you to excellent, reliable caterers.

Two parking spaces are designated as “catering staff parking.” (If you need more, please tell them to car-pool.) Additionally, the level pad behind our house, with water and electricity, is reserved for your catering wagon/mobile kitchen. PLEASE NOTE: we do not allow any vehicles or catering wagons in The Party Pad or into any gardens!

Should a caterer wish, they may use our 16’ BBQ Wagon. Although it is not obvious, beneath our Wagon is a massive concrete pad which supports the weight of the BBQ and insures it stays level. This BBQ cannot be moved, so please do not ask!

Caterers must bring their own tables, cooking/serving equipment, and extension cords.

There is to be no food prep in the Snak-Shak – this building is for storage only.

**** Please make provisions for chilling your wines; the Snak-Shak refrigerator is small and lightweight and not suitable for wine storage.**

PLEASE, before you leave, make certain ALL FOOD SCRAPS are collected and disposed of. (Help us keep the local bears and raccoons away!)

CHILDREN: There have been times we have had guests on the property whose children were not properly supervised. Children under the age of 18 are your complete responsibility. Please know where

your children are at all times and make certain that they clearly understand The Rules. (They are not allowed near the Lake or Pond!) Please, no jumping off the stone walls!

TO THE KIDS: There is plenty to do here, so you won't be bored. With adult permission and supervision, you may use the trampoline, swings, horseshoe pit, and other sports equipment. You may NOT go near the Lake or Pond, unless your group is planning to swim and has posted a lifeguard on the beach. Make sure you walk and play in open areas like on lawns, patios, and in clearings. Do NOT go into tall grass or brush as there are snakes and other creatures living in there. That is their home, so please do not disturb them. Also, in these off-limit areas, you may come in contact with Poison Oak. For your safety and to keep dust down, no running please!

PLEASE RESPECT NATURE!

We would greatly appreciate it if you did not disturb plants, rocks or other natural gifts. (You MAY take all the pinecones you want!) Please do not nail anything to trees or hang any ropes, swings, or hammocks from tree limbs. Please do not walk or step in flower beds.

CHILDCARE: If you have several children attending your event, and wish to free up their parents so all can have a good time, I know GREAT childcare experts! They have church nursery experience, and bring along myriad art supplies with which to keep the kids happily occupied. During the event, kids are kept busy in The Rose Garden. Paula Roediger, (530) 272-4788 for details -- paularoediger@yahoo.com
Gina Fistarol efistarol@yahoo.com

CONTACT PERSON: You must designate one individual as your Contact Person. This must not be someone heavily involved in setting up and overseeing the activities of the day, as they will be too busy to effectively communicate with Jan should problems/concerns/questions arise.

DELIVERIES/DELIVERY TRUCKS: There is a size limit to the height and length of vehicles entering the estate, due to damage inflicted to our asphalt driveway, overhead trees, and overhead banners. Please check with us on this.

If you are using CELEBRATIONS PARTY RENTALS, you must call them at 916-773-2133 and make sure your contract lists "The Roth Estate" and not your personal name. This way, you can request truck #18, or #19, their two smaller trucks. We can no longer receive "moving van size" trucks!

We will need to know the delivery dates and times of your rentals, ie: toilet, tables, chairs, linen, dishware's, etc, so we can meet them and show them where to drop their rentals.

GARBAGE DISPOSAL: Garbage disposal is your responsibility. Immediately following your event, bag your trash and recyclables and take them with you. If you are planning to complete cleanup the next day, lock them in the Snak Shak overnight -- out of the reach of raccoons and bears. We require that, immediately prior to departing, your appointed Clean-Up Committee takes a few minutes to walk all the areas of the property that have been used and pick up any refuse that may have been dropped or blown around.

(Please have your clean up committee refer to the CLEAN UP WORKSHEET posted on the wall inside the snak-shak!)

GARDENS: Our gardens have been designed to be enjoyed by all so please visit them, read, meditate, relax, nap, but resist picking the flowers so others may also enjoy them. Banners and flags cannot be moved or removed.

Do not touch or disturb any sprinklers, and remember to close all gates behind you to keep the deer out! It is the responsibility of the parent to keep their children out of the gardens.

GUESTS: Please keep in mind when inviting Guests to your event that you are inviting them to our home. We will expect them to conduct themselves in a mature, responsible, and respectful manner.

HANDICAPPED ACCOMMODATIONS: We provide level, designated parking, ramped walkways throughout the property, and suitable restroom facilities. Motorized and transport chairs can easily navigate the grounds. All areas of the property are handicapped accessible.

INSECTS: Insects are usually not the concern here they are at lower elevations. Even so, you may wish to put sprays or wipes on each table. You should avoid using citronella candles, as many people are allergic to their smoke and scent.

INSURANCE: INSURANCE:

We will need a copy of your Liability Insurance 30 days prior to your event. You can ask your personal insurance agent for this, or contact one of the following:

www.affinityinsuranceservices.com

wedsafe@asg.aon.com

(Request “Special Event Coverage” for the 3 days you will be here, listing The Roth Estate, Nevada City, CA 95959)

MUSIC: The Musician’s Stage in The Rose Garden has an electrical outlet.

The 10X14 Musicians’ Stage at The Wedding Garden also has an electrical outlet.

In The Party Pad, the Musicians’ designated area is in the corner of the 40 ft. dance floor – electric outlets are there, and the area is illuminated from above with 30” Japanese Lanterns.

Please let us know what your wishes are in this regard. Although we are situated on 13-acres, we are keenly aware that sound travels and do, therefore, make every attempt to be considerate of our neighbors’ privacy. A guitarist is often used in The Rose Garden prior to the Ceremony; a vocal/instrumental ensemble is generally present at the Ceremony in The Wedding Garden; and a DJ or Band may perform at your Reception in The Party Pad - all subject to earlier approval. All dance music must end by 9:30 PM, per community ordinance, but you may continue to enjoy quiet background music until 10:00 PM.

PLEASE NOTE: Musicians must bring all their own equipment; we cannot lend extension cords or anything else they may have forgotten. Two parking spaces are reserved for the musician(s). If you need more, please car-pool. Please do NOT drive into The Party Pad or beyond the gates of any gardens!

Make sure you have all the equipment you will need. (We do not loan extension cords!)

NOTE TO ALL MUSICIANS: By community ordinance, loud dance music must end at 9:30 pm, so please call the “last dance” at that time. You may continue to play quiet, easy-listening music until 10:00 pm, at which time the event managers will begin the clean-up.

OFFICIANT: Should you need an officiant for your ceremony, I can refer you. I do not recommend using someone from our county office; the last one in here came highly under-dressed, and stood in front of the couple with her back to the guests – ruined their photos! You deserve better!

PARKING/SHUTTLING: The driveway is paved and lengthy, thus visitors tend to fly down it. Kindly observe our 5mph speed limit throughout the property, and watch carefully for children, and domestic and wild animals. (This also minimizes dust and rock damage.)

We can park a total of 80 cars on the estate. If you are expecting more than this number, we suggest you consider shuttling guests from the Rood Center nearby. Organizations using our property for large fund-raising events do this very successfully.

If you are interested in securing shuttling services for your guests – perhaps to and from their hotels, please call: Gold Country Telecare at (530)- 272-1710. They charge \$55/hr. plus a mileage fee after the first 40 miles.

You will need two PARKING ATTENDANTS to direct guests to the proper areas. They will need to be here one hour prior to the start of your event, as guests always begin to arrive at that time. The attendants sit down when the ceremony begins.

Upper level parking is available for: the caterer, the musician, and those with a handicapped placard. All other guests are required to park down at the Lake.

THE PARTY PAD:

No vehicles or any kind (including delivery trucks) are allowed inside the front gate.

PETS: Sorry, absolutely no pets allowed.

PHOTOS: We reserve the right to use any photos we ourselves take of your event in our marketing.

REFRIGERATOR/FREEZER SPACE: There is a Chest Freezer onsite for your exclusive use, to allow you to bring in your ice the day before your event. Limited refrigerator space in the Snak-Shak can be made available to you for your flowers, but the refrigerator is too small for wine and food storage; please use ice chests for this, or bring your wines in already chilled the day of the event. Caterers are expected to make their own food/beverage accommodations.

SIGNAGE: You may post your group's sign or hang balloons at the front entrance on N. Bloomfield Road, but please do NOT attach anything to or cover up our business sign, and do not nail or screw anything to trees.

SMOKING: While discouraged, smoking is allowed on paved areas such as roadways and patios, where our small Sand Buckets are placed. You will be required, before you leave, to dispose of your litter by emptying these buckets into a garbage can and returning them to us.

SNAK-SHAK: The Snak-Shak is available for your use, as well as some of the equipment in it, including the coolers, ice chests, and baskets. We have 300 stainless steel knives/forks/spoons and you are welcome to use them with the understanding that they must be washed and returned to the Snak Shak within 3 days after your event. (There are no washing facilities onsite.)

PLEASE NOTE: The Snak-Shak is not set up to be used as a kitchen for meal preparation. You may, however, bring your supplies and store them in there one day before your event.

SPA COMPOUND: is off limits.

SPEED LIMIT: The speed limit on our estate is 5mph and is strictly enforced for the safety of our animals and your guests.

TABLES AND CHAIRS: We have twelve new 8' banquet tables and seven round tables which, together, seat 138 people; we also have four 6' serving tables. You may use these or rent tables of your choosing. Our 40 old, white plastic chairs are suitable only for a very casual event, so you may want to rent chairs. We do not allow tables on the Lawn.

TELEPHONES: Most cell phones will not work from here. In the case of emergency, please use the phone in The Stone House.

TOILETS: We allow The Ladies to use the toilet in The Stone House; The Gentlemen are to use the portable unit that you will need to rent and have delivered. We recommend you request a new, large, "handicap-access unit" in a quiet grey color. (Smaller units are mostly used on job sites, are on skids, come in garish colors, and are not always attractive, level, and stable.) We recommend: Quick Response at 273-7538. They deliver nice units here often, and can advise you.

WATER: We are on a well, and while the water is potable, most people do not care for the way it tastes. If you plan to use large coolers of water in which to mix beverages, you will need to bring them here already filled with water.

Please do not empty containers of water, beverages, or ice on the wood chips in the party pad. All liquids should be released on the gravel driveway where they can drain down hill without creating mud. (note: you will find a garden hose along the ivy fence near the driveway for your use. This is the best place to empty out your beverage containers.)

WEATHER: The weather is usually suitable for outside events from May 15 until October 15. (Most of our events are booked up to two years in advance.)

Please be advised that we have no indoor facilities. Should there be inclement weather on your reserved day, we will approve your last-minute rental of tents, canopies, or heaters, provided they are set up in The Party Pad and not on the Lawn.

~ OUR RESIDENCE ~

**The barn, the Chicken House, the Dog Kennel, the Golf (garden) Cart
and all Out-Buildings are strictly Off Limits!
Thank you for respecting our privacy.**

~ WE DO NOT ALLOW ~

Not permitted are piñatas or decorations such as sprinkles, glitter, or anything of a small and lightweight nature that can blow around the property. As we consider this a special and peaceful retreat, boom boxes, stereos, radios, and generators are not permitted.

~ YOU WILL NEED TO BRING YOUR OWN ~

Ice, 45-gallon plastic garbage bags (we provide 45-gallon garbage cans,) biodegradable soaps, paper towels, BBQ Briquettes & Lighter (if using the BBQ,) and cleaning rags and 409 similar product spray for your cleanup. You may want to provide flashlights for your guests if they will be returning to their cars after dark.

Please do not ask to borrow our supplies!

Note: When washing anything, please do so over the graveled areas and not on the dirt as it quickly turns to slippery clay. (We do not have sinks or washing stations available.)

~ BEFORE YOU LEAVE ~

Please have your members walk all areas of the property that you have used, including the parking areas, to collect all refuse. We greatly appreciate your assistance in keeping our property clean.

(Please have your clean up committee refer to the CLEAN UP WORKSHEET posted on the wall inside the snak-shak!)



**Should any of the property usage rules be broken, *by anyone*,
we reserve the right to immediately terminate the event.**

WE HAVE A ZERO TOLERANCE DRUG POLICY !