



15500 Chandler Rd. • E. Lansing, MI 48823



4501 Hawk Hollow Dr. West • Bath, MI 48808



15101 Chandler Rd. • Bath, MI 48808

### Ceremony Agreement

#### *The Wedding Garden at Eagle Eye –*

The Wedding Garden at Eagle Eye is available to rent for one of the following time slots and must be prearranged with the event coordinator:

- Fridays:  1:00p.m. – 3:30p.m. \$650  4:00p.m. – 6:30p.m. \$850
- Saturdays:  10:00a.m. – 12:30p.m. \$650  1:00p.m. – 3:30p.m. \$850  4:00p.m. – 6:30p.m. \$850  7:00p.m. – 9:30p.m. \$850
- Sundays:  1:00p.m. – 3:30p.m. \$850  4:00p.m. – 6:30p.m. \$850  7:00p.m. – 9:30p.m. \$850

The Wedding Garden rental fee includes use of the garden during reserved time slot, on site coordinator, general garden maintenance, set up of chairs, an arbor, portable PA system and podium. Any additional audio/visual will be charged separately. An 18% service charge is applied to any additional audio/visual. In the event of inclement weather, your ceremony will be held inside the room which is reserved for your reception. Structure for the ceremony to be held inside will remain the same structure as the reception. Hawk Hollow and Eagle Eye will not have an indoor room available for guests who have reserved outside ceremonies only. In the event of inclement weather \$\_\_\_\_\_ will be credited to your account.

#### *The West Lawn at Hawk Hollow –*

The West Lawn at Hawk Hollow is available to rent for one of the following time slots and must be prearranged with the event coordinator:

- Fridays:  1:00p.m. – 3:30p.m. \$200  4:00p.m. – 6:30p.m. \$200
- Saturdays:  10:00a.m. – 12:30p.m. \$200  1:00p.m. – 3:30p.m. \$200  4:00p.m. – 6:30p.m. \$200  7:00pm – 9:30p.m. \$200
- Sundays:  1:00p.m. – 3:30p.m. \$200  4:00p.m. – 6:30p.m. \$200  7:00p.m. – 9:30p.m. \$200

The West Lawn fee is for general maintenance only. In the event of inclement weather, your ceremony will be held inside the room which is reserved for your reception. Structure for the ceremony to be held inside will remain the same structure as the reception. Hawk Hollow and Eagle Eye will not have an indoor room available for guests who have reserved outside ceremonies only. In the event of inclement weather \$\_\_\_\_\_ will be credited to your account.

#### *The Chapel at Hawk Hollow –*

The Chapel at Hawk Hollow is available to rent for one of the following time slots and must be prearranged with the event coordinator:

- Fridays:  1:00p.m. – 3:30p.m. \$800  4:00p.m. – 6:30p.m. \$ 950
- Saturdays:  10:00a.m. – 12:30p.m. \$800  1:00p.m. – 3:30p.m. \$1200  4:00p.m. – 6:30p.m. \$1200  7:00p.m. – 9:30p.m. \$800
- Sundays:  1:00p.m. – 3:30p.m. \$800  4:00p.m. – 6:30p.m. \$ 950  7:00p.m. – 9:30p.m. \$ 950

Memorial Services: Monday – Thursday before noon \$800.

Chapel fee is due at the time of booking. The rental fee includes use of the chapel during reserved time slot, on site coordinator, Bride's Room, Grooms Quarters, complete sound system, pulpit, and baby grand piano \*PIANO IS NOT ALLOWED TO BE MOVED. In the event a wedding is scheduled on the preceding day, your rehearsal must be coordinated to avoid the ceremonies times. Rehearsals are also allowed to be held on Wednesdays and Thursdays. Any bows, ribbons, or flowers attached to the wood pews must be secured with non-adhesive, non-abrasive materials. Any additional audio/visual is available on request and is charged 18% service charge.

### General Information

All deposits are non-refundable unless an event is booked for the same date in the same time slot. All cancellations MUST be submitted in writing. Cancellations require the yellow copy of the contract to be returned with the signed letter of cancellation.

All ceremonies must begin at least one half hour or more into the reserved time slot.

Rehearsals for all ceremony locations are reserved for one (1) hour.

All facilities are non-denominational. Officiate services are at the choice of the couple to be married.

The use of fresh flower petals is **NOT** permitted in The Chapel at Hawk Hollow. The use of artificial flower petals is **NOT** permitted at either of the outside ceremony locations.

Rice or bird seed are not allowed to be thrown on the grounds. Bubbles may be used outside only.

Facilities do not have space available to store personal property, equipment, or supplies belonging to or rented by the host before or after scheduled events. Hawk Hollow and Eagle Eye require all decorations supplied by the host or outside vendor be removed immediately following your reserved time slot. Hawk Hollow and Eagle Eye may not be held responsible for the damage or loss of any merchandise or personal articles prior to or following the event. Fees for damage and excessive clean up will be assessed.

Video and photography restrictions are at the discretion of the couple's officiate.

Securing an aisle runner will be the responsibility of the couple to be married.

Hawk Hollow and Eagle Eye Golf Properties are located in Clinton County.

Customer Name (print) \_\_\_\_\_ Event Name \_\_\_\_\_ Event Date \_\_\_\_\_

Email address \_\_\_\_\_ Phone number ( \_\_\_\_\_ ) \_\_\_\_\_ Est. # of Guests \_\_\_\_\_

Customer Signature \_\_\_\_\_ Date \_\_\_\_\_

Hawk Hollow or Eagle Eye Signature \_\_\_\_\_ Payment Received \$ \_\_\_\_\_

Type of Payment:  VISA/MC  DISCOVER  AMEX  
 CASH  CHECK (#) \_\_\_\_\_ Name \_\_\_\_\_