



Wedding Agreement

Please initial in the space provided next to each section after reading and agreeing to each statement.

SITE ACCESS

I understand that the ceremony location and bridal party touch-up room are accessible **no earlier** than the designated Rental Setup & Start Time. All items must be removed from these locations and properly disposed of by the designated Rental End Time. Any individual or vendor that arrives prior to the Rental Setup & Start Time will be asked to return at the appropriate time.

PHOTOGRAPHY

I understand that photographs are allowed to be taken throughout Dow Gardens during regular business hours on the day of the ceremony. However, access to the rented site will be limited to the three-hour rental period.

GROUNDS' INTEGRITY

Dow Gardens does not allow tents or any item that sticks into the ground (garden hooks, etc.). Items are not allowed to be affixed to any plant or tree. Guests are expected to be respectful of the grounds and the work required to maintain them.

PLANTS & BLOOMS

I understand that items may not be affixed to any plant or tree. Mowing, pruning, and planting schedules are dependent upon many variables, including the weather. Plant conditions and blooms depend largely on Mother Nature.

DECORATIONS

I understand that artificial rose petals, bird seed, confetti, and rice are not permitted (bubbles are an accepted alternative). Real rose petals are permissible, however the client is responsible for removing **all** petals and other decorations by the designated Rental End Time, or the damage deposit will be forfeit. Real flowers (in the form of bouquets, boutonnieres, corsages) are welcome.

DEBRIS REMOVAL

Dow Gardens staff members work diligently to preserve the grounds and provide a well-maintained area for events. It is the client's responsibility to remove all debris (water bottles, event programs, tissues, etc.) by the designated Rental End Time. We recommend designating a friend, family member, or guest to ensure all trash and personal items are removed from the ceremony site, by the scheduled Rental End Time, after the client leaves the site when the ceremony is over.

PETS

No pets are permitted in Dow Gardens, at any time, except for service animals.

VENDORS & SETUP

I understand that vehicles may **not** enter the grounds. All items (decorations, instruments, equipment, etc.) must be **walked** in to the ceremony location through the Visitor's Center during the three-hour rented period of time. Wagons and moving dollies are welcome. Oversized items are not recommended. Short step-ladders can be brought in to help decorate, if necessary. Vendors will have access to the site only during the 3-hour rental period. It is the client's responsibility to communicate this information to the appropriate vendors.

REHEARSAL

I understand that I may reserve the wedding location 1-2 days prior to the schedule ceremony date for a one hour long rehearsal at no extra charge. Rehearsals must be scheduled in advanced with the Rental & Tour Coordinator to ensure site availability. Staff members will not be present for this event. Chairs, electrical, mobility shuttle, and other rented items will not be setup for this event.

SIGNAGE

I understand that staff members will place directional signage along the pathway for guests to follow. Please contact the Rental & Tour Coordinator if you would like to provide your own signage (8.5"x 11", portrait format).

CHAIRS

Staff members will be responsible for setting up and tearing down any items provided by Dow Gardens. In an effort to reduce vendor traffic and preserve the integrity of the Gardens, I agree to rent seating (up to 100 chairs, at the cost of \$2.00 per chair, which includes setup and tear down), if seating is required. If more than 100 chairs is needed at the Peninsula site, Dow Gardens can recommend local vendors upon request. Chairs are not automatically included in the rental. Please contact the Rental & Tour Coordinator with additional setup requests or inquiries. The Founder's Circle site has a capacity of 100 seated + standing room, the Peninsula site has a capacity of 200 seated + standing room.

MUSIC

Live and pre-recorded music is welcome. Electricity is provided in the form of one 110-volt outlet. I understand that I will need to provide a power strip if more than one outlet will be needed for the ceremony.

RAIN BACKUP

I understand that a rain backup location is not automatically included in the rental. I understand that the booking of a rain backup location is the responsibility of the wedding party. Although not required, Dow Gardens strongly recommends that the client reserves a rain backup location. *Please read: In the instance of a cancellation due to severe weather that requires the Dow Gardens property to close (strong winds, lightning, flooding), during the rented time frame, as determined by Dow Gardens staff, a refund will be immediately offered, with the exception of the \$200 nonrefundable down payment. If the client chooses to utilize a rain backup location, due to rain or weather that is not considered severe, during the rented time frame, the client must contact Dow Gardens no later than 1.5 hours prior to the start of the scheduled Rental & Setup Start Time, or if the client does not arrive within the 3-hour rental period, no refund will be offered.* I understand that Dow Gardens' rental items are not available to be transported to rain backup locations.

BRIDAL CHANGING ROOM

A bridal changing room will be available for the duration of the 3-hour rental period. For ceremonies taking place at the Peninsula, this room is located in the Gallery in the Dow Gardens Visitor Center. For ceremonies taking place at Founder’s Circle, this room is located in the Historic Barn. Access to both rooms for one client’s party is not permitted. Dow Gardens does not provide a changing room for the groom or groomsmen. All trash and personal items must be removed from this room by the Rental End Time.

WHITING FOREST OF DOW GARDENS

I understand that wedding ceremonies are not offered at the Whiting Forest property of Dow Gardens and that I cannot relocate my ceremony to this property. I understand that there are no facilities available at Whiting Forest that can be rented or used as a rain backup location. I understand that there are no bridal changing rooms located at Whiting Forest. Admission for all guests into Dow Gardens, including Whiting Forest, is included in the rental fee. Photographs are allowed to be taken at the Whiting Forest property during regular business hours. I understand that Whiting Forest is a public area and no private access will be granted for photography.

SMOKING POLICY

I understand that smoking, vaping, and e-cigarettes are **not** permitted at Dow Gardens or Whiting Forest, on the grounds or in any facilities.

It is understood that Dow Gardens will be prepared to meet the requests herein, but does withhold the right to cancel an agreement at any time with or without cause. This contract constitutes the entire agreement between the client and contractor. Any changes to this document, after the initial signing, must be initialed by both parties. Please contact the Rental & Tour Coordinator with further inquiry.

FIRST & LAST NAMES OF BOTH PARTNERS:

_____ & _____

PHONE NUMBERS OF BOTH PARTNERS:

_____ & _____

PRIMARY EMAIL ADDRESS:

SIGNATURE:

DATE:

Important: Dow Gardens retains the right to refuse any items from being brought in. Please contact the Rental & Tour Coordinator if you have questions regarding specific items.

Dow Gardens retains the right to alter prices at any time.

This document is due no later than two weeks after the initial booking. Feel free to return via email, fax, or in person at our Visitor's Center.



Visitor's Center • 1809 Eastman Avenue, Midland, MI 48640
Mailing Address (Offices) • 1018 W. Main Street, Midland, MI 48640
info@dowgardens.org | phone: 989.631.2677 | fax: 989.631.0675
www.dowgardens.org



Visitor's Center • 2303 Eastman Avenue, Midland, MI 48640
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