



Room Rental Usage Policies & Contract

Holland's Family Cheese
200 E. Liberty Drive, Thorp WI 54771
P: (715)669-5230 F: 715-669-5260
E: info@mariekegouda.com

Room Options

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Conference Room (2nd Floor) – not ADA accessible

The room measures approximately 390 total square feet. The conference room is board style (tables set in a rectangle form) and the room seats 25 people around 4 large tables. The conference room has a ceiling-mounted projector that is accessible to all rentals. If you require the use of the projector, please notify Holland's Family Cheese in advance.

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Milk Parlor (2nd Floor) – not ADA accessible

The room measures approximately 405 total square feet. The Milk Parlor has one large table in it that seats 10 comfortably. Folding chairs can be brought in to accommodate larger groups. The conference room has 3 viewing windows into the Milking Parlor.

Rates

CONFERENCE ROOM: Monday - Friday \$95 per day and Saturday - Sundays \$135 per day (no half days)

MILK PARLOR(summer only): Monday - Thursdays \$25 per day and Friday - Sundays \$45 per day

***Room Rental billing must be paid prior to your event or upon conclusion of your event.
Please work with Pam Endvick to settle your balance.**

Availability

Reservations are required to be made at least one week before the rental date. At least 24 hour notice is required for room cancellations. All rentals are subject to approval by Holland's Family Cheese. During business hours only.

Fee Schedule and Payment

All rooms are available seven days a week during regular business hours. Please see our website (mariekegouda.com) to see updated hours. Holland's Family Cheese will be closed on New Year's Day, Easter, Thanksgiving and Christmas Day. All rates and terms are subject to change without notice. After hour rentals are an option but will need prior approval and requires certain restrictions. *Credit card required for incidentals.

Food/Beverage

Rental parties are allowed to bring in their own food and beverages. Rental parties also have access to our Café DUTCHess for food purchases during Café hours or catering outside of Café hours. If you wish to order food from Café DUTCHess for your rental party, please notify the Holland's Family Cheese Administrator in advance so you can work with our Café prior to finalizing your room rental. Please call Tasha directly at 715-314-1463. When utilizing Café DUTCHess you will be charged for the amount of food ordered, any extra food can be taken with you and the final head count for food must be given five business days in advance.

15% Gratuity on parties of 12 or more people automatically added to your bill

Terms

- General clean up is your responsibility and Holland's Family Cheese will provide the cleaning products and tools. Any decorations and other brought in materials must be removed upon departure.
- Renters are responsible for any damage to the facility or facility content. All damage must be reported to the staff immediately. Renters will be expected to cover all repairs and replacement costs for any damage done to the facility or facility content.
- Renter must acknowledge that they are liable for the actions and behavior of their guests within their party.



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Terms Continued

- It is understood, that Holland's Family Cheese is in no way responsible for any personal injuries, property damages, or other liabilities that may be incurred during use of their facility.
- Use of glitter, sparkles, confetti, or similar items is not allowed. The use of fire, open flames of any kind, fireworks, and toxic or noxious material is strictly prohibited. Signs or decorations may be affixed to any surface only if such affixation will not mar, deface or leave a mark on the surface when removed. NO PENETRATION OF ANY SURFACE. Only tape made specifically for painted walls may be used. All tape, wire, and/or other items used for decorations must be completely removed after the event. Any other decoration, sign-age, or construction must be pre-approved by Holland's Family Cheese.
- Rental parties are responsible for abiding by the Wisconsin State Law that anyone under the age of 21 and consuming alcohol is illegal.
- Smoking is not permitted in the building.

Contract

_____ Event Contact	_____ Event Type/Number of Attendees	_____ Date of Event
_____ Contact Address		_____ Contact Phone
_____ Contact Email		Room(s) being rented: please check-mark on 1st page
_____ Café DUTCHess Contact Info Given <input type="checkbox"/> Yes <input type="checkbox"/> No	_____ Event Start & End Time	Decorations <input type="checkbox"/> Yes <input type="checkbox"/> No
Catering Food <input type="checkbox"/> Yes <input type="checkbox"/> No		Bringing in Food <input type="checkbox"/> Yes <input type="checkbox"/> No
_____ Total Room Rental Cost		_____ Paid

Holland's Facility Use Agreement

I understand that I am responsible for paying the agreed upon rental fee. I understand that I am responsible for any property damage as well as the behavior of my group of guests. I understand that if damages are done to Hollands Family Cheese, additional fees will be charged to my rental fee. If alcohol is served, I agree to abide by Wisconsin's laws that alcohol will not be served to any individual under the age of 21. I understand that Holland's Family Cheese is not responsible for any lost or stolen property, injuries, or other liabilities that may be incurred during the use of their facility. I agree to abide by the Usage Policy and will direct any questions to Holland's Administrator. I understand that the result for violating this policy may lead to future refusal of the use of Holland's Family Cheese conference room. I acknowledge that I have read and agree to the terms of the reservation contract as well as the usage policy.

_____ Event Contact (Printed)	_____ Date	_____ Holland's Administrator(Signature)	_____ Date
_____ Event Contact (Signature)		_____ Date	