Eagle Mountain Venue

Weddings • Receptions • Reunions • Graduations • Quinceañeras • Events

— EAGLE MOUNTAIN VENUE —

Property Address	733 & 805 Lakewood Rd. Arlington, WA 98223
GPS Address	733 Lakewood Rd. Arlington, WA 98223
Availability	April - October
Contact	Kim McLaughlin-Esquivel • 206-679-4098 Alberto Esquivel • 425-420-5134 • Habla Español
Website / Email	eaglemtnvenue.com eaglemtnvenue@gmail.com

WELCOME

A beautiful outdoor venue nestled behind an Arabian horse ranch, flower gardens, apple orchard, white fences, and a one-of-a-kind view of the Cascade Mountains. Located just 10 minutes off I-5 in Arlington, Washington, our goal is to help make your event relaxed and enjoyable. We have owned and operated a full Arabian horse training and boarding facility next door since 1999 and value the trust our guests place in us for life's most meaningful celebrations.

EVENTS WE WELCOME

- Weddings and receptions
- Graduations and retirement celebrations
- Quinceañeras
- Birthday parties and other private events

Weddings & Event Pricing

— EAGLE MOUNTAIN VENUE —

RENTAL SCHEDULE

Saturday	8:00am- 10pm (out by 11pm) Rehearsal included
Friday / Sunday	8:00am- 10pm (out by 11pm) Rehearsal included
Weekday Elopements / Events	Starting at $500hr

PAYMENT OPTIONS

- Cash or check preferred

Pricing and any additional charges should be confirmed in the Event Contract.

Event Contract

— EAGLE MOUNTAIN VENUE —

We are pleased that you have chosen Eagle Mountain Ranch Country Venue for your event. Please complete the information below carefully and completely. Make certain that you have read and understand the terms of this contract and our policies.

**Final balance is subject to change if additional costs are incurred.*

CLIENT & EVENT INFORMATION

Name of Lessee(s) _____

Address of Lessee _____

City, State, ZIP _____

Lessee Email _____

Lessee Phone _____

Second Contact Name _____

Second Contact Phone _____

Purpose of Rental _____

Event Date _____

Rehearsal Day/ Time _____

Number Attending _____

Serving Alcohol? _____

Pre-Approved Dogs on Property? _____

Day of Contact / Coordinator _____

RENTAL CHARGES

Optional Additional Services - check any you would like to add to your day

☐ **Day-of Attendant** (4 hours) - $300

Facility Rental		$ _____
Tax	(9.3% if using cash app)	$ _____
Additional Services		$ _____
Non-Refundable Deposit to Hold Date (50%)		$ _____
Balance Due Due 60 days prior to event		$ _____
Refundable Damage Deposit Due 60 days prior to event Separate Payment - Check or Cash		$400.00

REFUNDABLE DAMAGE DEPOSIT - Refunded at the end of your event.

I have read the terms of this lease, as they appear on the front and back of this form, and I understand them completely and accept them. This fee does not include insurance, bartender or banquet permit, liability insurance, or any other fees you may acquire.

Lessee Signature / Date

Second Lessee Signature / Date

Rental Inclusions

— EAGLE MOUNTAIN VENUE —

VENUE AMENITIES

- Use of Eagle Mountain Venue and designated event spaces
- 52' x 16' concrete, lighted dance floor
- 240V power available for a DJ or live band
- Two private changing suites
- Four restrooms, plus one handicap-accessible toilet
- Designated guest parking area - carpooling is recommended
- Golf cart service beginning one hour prior to the event

ENTRANCE AREA

- Two wine barrels with top for décor, florals, signage, or displays
- One 48" round table - for guest book

COVERED RECEPTION DECK

- Sweetheart table - 36"W x 84"L x 30"H
- Antique 1912 dessert table - approximately 3.7' x 6'
- Two 8' rectangular tables - ideal alongside the sweetheart table for the wedding party
- Twenty-five 60" round guest tables
- 200 white folding chairs - also used for the ceremony

COVERED BANQUET & FOOD PREPARATION AREA

- Three 6' rectangular serving tables
- Six cocktail tables for deck
- Commercial refrigerator
- 36-tray food warmer

BAR AREA

- 520 Count Beverage Fridge
- Chest freezer for ice

OTHER

- Four additional 6' tables available for event use

Lessee Signature / Date

Second Lessee Signature / Date

Requirements & Guest Expectations

— EAGLE MOUNTAIN VENUE —

WASHINGTON STATE / EVENT REQUIREMENTS

- Washington State Banquet & Liquor Permit
- Liability insurance for $1 million - see EMV website for more info
- All vendors must have printed copy of insurance.

COUNTRY VENUE REQUIREMENTS

- $400 damage deposit check
- Insurance option: TheEventHelper.com • 530-477-6521
- Alcohol allowed: beer, wine, champagne, spirits; 1 specialty drink for 1 hour
- Licensed & Insured bartender: see suggested vendor list on website
- Banquet Permit obtained through Washington State

GUEST EXPECTATIONS

- Parents/guardians are responsible for children under 18 years of age.
- Couples only may use the orchard and surrounding venue areas. Please do not enter horse areas.
- No climbing on elk or perimeter fencing.
- Guests are responsible for garbage during the event. Place garbage in the trailer by the handicap station.
- Guests may not pick fruit from the fruit trees. Please monitor children.

Lessee Signature / Date

Second Lessee Signature / Date

Catering & Bartender Hold Harmless Agreement

— EAGLE MOUNTAIN VENUE —

The signed Lessee agrees to defend and hold harmless Eagle Mountain Ranch Country Venue LLC and the assigned catering/bartending company listed below, including their suppliers and employees, from any liability, claim, suit, or legal action stemming from consumption of food served at Eagle Mountain Ranch Country Venue, LLC by any person during Lessee's event when the food meets the following criteria:

- Any food or beverage removed from the premises.
- Any food or beverage prepared and served by licensed catering staff and then stored by Lessee and/or Lessee's guests/employees.
- Any food or beverage brought to the premises by Lessee or an outside caterer.

Catering Company / Date _____

Lessee Name _____

Lessee Signature / Date

_____

Furthermore, the above hold harmless release agreement signer/lessee releases the hired licensed bartender from any liability, claim, or legal action stemming from alcohol consumption being properly served by the bartender listed below, who knows the legal limits of properly serving beer, wine, or champagne at your event.

Licensed Bartender / Date _____

Lessee Name _____

Lessee Signature / Date

_____

Recommended Bartender: Please see our vendor list at www.eaglemtnvenue.com. Please call for pricing and to review special requests.

You are welcome to bring your own caterers or self-cater. If using your own bartender, you must supply a copy of their serving license and insurance.

Bartender license and insurance, Banquet Permit, Liability Insurance, and the refundable $400 Damage Deposit are due prior to your event.

PLEASE email and bring copy to rehearsal.

Event Facility Lease Guidelines

Please read carefully before signing

— EAGLE MOUNTAIN VENUE —

- This lease applies to the temporary use of the event facility.
- The lessor will not be responsible for lost or stolen articles, equipment, clothing, etc. left in the facility before, during, or after an event. Equipment and personal belongings must be removed at the conclusion of the event or by the end of the rental period, whichever comes first. If move-in or move-out extends beyond the agreed rental period, the damage deposit is considered forfeited. Lessee is responsible for ensuring third-party vendors follow the rental period and all guidelines and policies in this agreement.
- In the event of cancellation, there are no refunds. We have saved the date for you and may not have time to replace the date with a new event.
- Lessee is fully responsible for any persons or entities who enter the lessor's property for the purpose of the event, whether invited or not. Lessee shall provide proof of General Liability coverage and name Eagle Mountain Country Venue LLC as Additional Insured, with a single combined limit of not less than $1 million. See TheEventHelper.com link on our website.
- Lessor shall not be liable, and Lessee releases and discharges Lessor, for damage to person or property sustained by Lessee or others due to defects in the premises, the building or appurtenances becoming out of repair, fire, tenants or occupants, any other persons including Lessor, or any accident from whatsoever cause in and about the building, including alcohol-related incidents. Lessee agrees to defend and hold Lessor harmless from all claims for damage suffered in or about the leased premises by any person, firm, or corporation.
- This lease shall terminate upon destruction of the building by any casualty and, upon partial destruction, by written notice from Lessor at Lessor's option.

Please sign at the bottom of the final page to secure the contract.

Facility Policies

— EAGLE MOUNTAIN VENUE —

- Pets are allowed for the ceremony only or for a short period of time. Pets must leave afterward, may not be placed in cabins, and owners must clean up after them.
- Licensed catering companies MUST BE permitted and insured.
- Alcohol is to be consumed inside the facility only, by adults age 21 or older, and only to the extent that they do not become intoxicated as defined by Washington State law.
- Only beer, wine, and champagne shall be permitted to be consumed. Alcohol service requires a Washington State Liquor Control Board Banquet Permit. Alcoholic beverages must be served by Eagle Mountain Country Venue LLC staff or a licensed/insured bartender.
- Alcohol may not be tapped, opened, or consumed on the property before scheduled service begins or after service ends. Decorative champagne fountains must be shut down and emptied when alcohol service ends and must be placed near the bar.
- Eagle Mountain Country Venue LLC staff has full authority to refuse alcohol service to anyone, for any reason, to protect the venue and event participants, including ceasing alcohol service for the remainder of the event. A two-hour minimum applies for bartending service; pricing is arranged with the licensed bartender.
- No nails, screws, etc. may be applied to the facility. Current décor may not be removed. Decorations must be freestanding or hung without marking or damaging the facility. No candles are permitted; battery-operated candles are acceptable.
- No confetti, rice, or fabric petals. No honking, horns, or other loud noise-making outside the facility. No fireworks. Birdseed is permitted in reasonable quantities; wedding bubbles are preferred.
- A $400 damage deposit is required and may be used for damage or broken policies.
- Friday and Sunday venue use is 13 hours from arrival to departure. Saturday rental is 14 hours. Music is off by 10:00 PM to begin packing. All events, guests, vendors, and equipment must be removed by the end of the rental period unless otherwise arranged. Parties that do not comply may be removed and the damage deposit forfeited. Remaining past 11:00 PM may result in loss of the damage deposit.
- Outside vendors must know and follow these guidelines and the rental timeframe. Vendors who violate rules or damage the facility may be prohibited from future events. Vendor damage will be deducted from the damage deposit.
- The event party has a one-hour rehearsal block before the wedding. Saturday events have first choice of rehearsal times. No outside food or beverage is allowed on rehearsal night unless discussed with the owner/manager in advance.
- No RVs, campers, or trailers are permitted on the grounds after the rental period ends.
- The facility may be visited by appointment only.
- A minimum of $100.00 is kept for any single violation of this contract.
- Personal items will be held for 30 days and then disposed of.
- Please leave all venue and cabin décor in its original place.
- This is also a residential property. Stay within assigned areas. Horse pastures, horse barns, and areas around the horse facility are strictly off limits for guest and horse safety. Do not feed the horses.
- Please ask guests to carpool if possible. Gates will remain open on the event day with lighting.

All permits must be received before the start of the event. No exceptions. Please email them or bring them prior to the event.

Lessee Signature / Date

_____

Second Lessee Signature / Date

_____

Liability Waiver & Release

— EAGLE MOUNTAIN VENUE —

Location	805 and 733 Lakewood Road Arlington, WA 98223
Contact	206-679-4098 eaglemtnvenue@gmail.com

Participant Name

_____

Address

_____

Date of Birth

_____

Phone

_____

Second Participant Name

_____

Email

_____

Emergency Contact Name / Phone

_____

BY SIGNING THIS DOCUMENT YOU WILL WAIVE LEGAL RIGHTS INCLUDING THE RIGHT TO SUE

I, the undersigned, wish to participate in the "Wedding/Event" (the "Wedding/Event") at Eagle Mountain Country Venue, 805 & 733 Lakewood Road, Arlington, WA 98223 (the "Location").

I wish to participate in the Wedding/Event at the Location and hereby assume all risks of engaging in the Wedding/Event.

I also hereby hold harmless and release Eagle Mountain Country Venue, LLC and Eagle Mountain Ranch Boarding and Training, LLC, their members, managers, employees and agents, as well as Kim McLaughlin-Esquivel, Alberto Esquivel, and Tori Rose, in their individual capacities and in their marital communities (collectively, "Indemnitees"), and indemnify each of them from and against any and all loss, claim, cause of action, lawsuit, damage, liability, cost or expense whatsoever which any of them may incur arising out of or in connection with my participation in the Wedding/Event at the Location, including but not all activities to be conducted as part of the Wedding/Event, all meals, food and beverages served at the Location, and the use of any facilities at the Location.

I hereby certify that I am at least 18 years of age (or, if less than 18 years of age, have caused this Liability Waiver and Release to be signed by my parent or legal guardian). I agree that neither I nor any member of my family will sue any Indemnitee because of my participation in the Wedding/Event or my presence at the Location at any time, and I understand that this Release shall be binding upon my estate, my heirs, next of kin, executors, administrators, representatives, successors and assigns. I specifically waive any claim or right to assert any cause of action or alleged case of action or claim or demand which has, through oversight or error intentionally or unintentionally or through a mutual mistake, been omitted from this Liability Waiver and Release.

Liability Waiver & Release

Continued

— EAGLE MOUNTAIN VENUE —

This Liability Waiver and Release shall be governed by the laws of the State of Washington, and any action, claim or proceeding under this Liability Waiver and Release shall be commenced exclusively in the courts of Snohomish County, Washington. This Liability Waiver and Release may not be revoked, terminated or amended verbally, but only by a written instrument signed by me and an authorized representative of all Indemnitees. All covenants contained herein are severable, and in the event of any being held invalid by any competent court, this Agreement shall remain intact except for the omission of the invalid covenant.

I HAVE READ AND UNDERSTOOD THIS LIABILITY WAIVER AND RELEASE, HAVE HAD THE OPPORTUNITY TO HAVE LEGAL COUNSEL REVIEW THIS LIABILITY WAIVER AND RELEASE, AND I AM AWARE THAT BY SIGNING THIS LIABILITY WAIVER AND RELEASE I AM WAIVING CERTAIN LEGAL RIGHTS WHICH I OR MEMBERS OF MY FAMILY, MY HEIRS, NEXT OF KIND, EXECUTORS, ADMINISTRATORS, REPRESENTATIVES, SUCCESSORS AND ASSIGNS MAY HAVE AGAINST EAGLE MOUNTAIN RANCH COUNTRY WEDDING VENUE, LLC, OR EAGLE MOUNTAIN ARABIANS , ITS MEMBERS, MANAGERS, EMPLOYEES AND AGENTS.

Signed this day / Date _____

Print Name _____

Second Signature / Date _____

Second Print Name _____

PARENT / GUARDIAN SIGNATURE - PARTICIPANT UNDER 18

The undersigned irrevocably grants permission and consents to the Participant's participation in the Wedding/Event at the Location described in the foregoing Liability Waiver and Release.

Name of Participant _____

Relationship to Participant _____

Telephone Number of Participant _____

Parent / Guardian Signature / Date _____