



Wedding Package Request Form & Agreement

Wedding Information

Requested Date _____ Time _____

Contact Information

Contact's Name _____

Name _____ Bride Groom

Name _____ Bride Groom

Contact's Address _____

City _____ State _____ Zip _____

Contact Phone Number _____

Cell Phone Number _____ Main Contact Date of Birth _____

Email _____ Fax _____

Emergency Contact Name _____ Phone Number _____

Wedding Details

Expected Number of Guests: Adults _____ Children _____ Total _____

Wedding Activities: Ceremony Cocktail Hour Reception

Caterer: _____ Music/DJ: _____

Photographer: _____ Videographer: _____

Florist: _____ Tents/Chairs/Rentals: _____

Other: _____

Additional Comments: _____

FOR OFFICE USE ONLY

Reservation Complete

Reservation has been booked.

STAFF INITIALS _____

DATE _____

Additional Rental Items

Additional rental items have been ordered for this event. See attached rental agreement.

STAFF INITIALS _____

DATE _____

Confirmation Call (One week before event)

Confirmation call completed.

STAFF INITIALS _____

DATE _____

BLACKBERRY FARM

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Ceremony Options (1 to 5 p.m.)			
Location	Price	# of Hours	Total
<input type="checkbox"/> Performance Pavilion	\$500	Flat Fee	
<input type="checkbox"/> Picnic 1	\$500	Flat Fee	
<input type="checkbox"/> Picnic 4	\$500	Flat Fee	
Reception Options (4 to 11 p.m.)			
The Barn	Price	# of Hours	Total
May 1 through November 15			
<input type="checkbox"/> Friday or Saturday	\$5,400	Flat Fee	
<input type="checkbox"/> Sunday	\$4,900	Flat Fee	
November 16 through April 30			
<input type="checkbox"/> Friday, Saturday or Sunday	\$3,250	Flat Fee	
Other Amenities			
Amenity	Price	# of Hours	Total
<input type="checkbox"/> Bridal Room	\$50		
<input type="checkbox"/> Rides (2 hours per ride)	\$75		
<input type="checkbox"/> Train <input type="checkbox"/> Carousel <input type="checkbox"/> Wagon <input type="checkbox"/> Paddle Boats			
<input type="checkbox"/> Bonfire	\$75	Flat Fee	
<input type="checkbox"/> Rehearsal	\$200	Flat Fee	
<input type="checkbox"/> Additional Decorating Time	\$100		
Subtotal			
Deposit			\$1,000
Total Due			

Secure Your Reservation

To secure your reservation, please complete the request form and return to Blackberry Farm. \$1,000 is due at the time of booking. 50% of the remaining balance is due 3 months prior to your event date. Final balance is due 14 days prior to the event. All fees are non-refundable upon cancellation.

Contact's Signature _____ Date _____

Staff Signature _____ Date _____



Blackberry Farm

100 S. Barnes Road, Aurora 60506

Rebecca Harling: blackberryreservations@fvpd.net

630-892-1550 • Fax 630-892-1597 • foxvalleyparkdistrict.org

