



## DEPOSITS & PAYMENTS

- *What are the deposit/payment requirements?*

A deposit will be necessary to reserve your date, along with a signed contract. Additional deposits will be required (leading up to your event date) until your contracted 'minimum package' is paid. Full payment of the estimated charges for your wedding will be due a minimum of 30 days before your event. Any remaining balance (ie. sales tax, incidentals, last minute add-on's & increases in rsvp'd attendance, etc) will be due 10 days prior to the the day of event. A personal check can be used as long as it is at least 7 days prior to the wedding so it has time to clear prior to the event date. If final payment is not received 7 days prior to the event date, then the final payment will need to be via zelle, ACH, cash or a bank issued cashiers check. Final payment must be received in full prior to the event to commencing.

- *Do you accept credit cards?*

We do accept credit cards. However, there is a 3.75% processing fee for any of the payments with a credit card. Credit card payments can be made on our website.

- *Are our deposits refundable?*

Our deposits are technically non-refundable. We completely understand that the last thing a couple wants to do is to cancel their long awaited wedding date. As a seasonal business, we depend on the revenue for each weekend that we are open. We regularly turn away potential clients because the specific date they request is already booked with another couple. If that couple then ends up canceling their event, we will have lost the business for that evening entirely. *IF* it turns out that we are able to re-book the same date and area, with a comparable size group, only at that time will we offer a refund of a portion of your deposits, less a \$750 booking/cancelation fee.

**The only exception to the above cancelation policy is if due to county or state mandate (ex: pandemic restrictions) we are by not able to fulfill our end of the original contract we will do one of the following:**

- 1) Work together to find a suitable postpone date.
- 2) Offer you a reduced minimum package price, taking into account the current gathering allowance.
- 3) If finding a suitable postponement date, or reducing your guest count, is not possible we will refund your deposits, less a "booking" fee of \$750.00 which is non-refundable regardless of any circumstances.





# Coyote Ranch

## DECORATIONS

- *What time can we come in to set-up and start decorating if we prefer a DIY concept ?*

Your set-up crew can arrive and begin at 4:00 pm. We understand this may not sound like a lot of time but keep in mind that 99% of the beautiful weddings you see pictures of were done in this time frame. In the very rare instance that we don't have a daytime event scheduled prior to yours, you can begin decorating at 3:00 pm. We often receive last minute bookings for meetings or picnics. Confirming that you could arrive earlier than 4:00 pm would not be able to happen until approx. 7 days prior to your actual wedding.

- *Are candles allowed?*

Absolutely! We love candles... and lots of them in order to create a beautiful ambience! Please discuss with us the types of candles you are planning so we can make recommendations on what types work best here. We can also make recommendations as to how to situate them so they will stay lit for the evening... & so they don't damage the table tops.

- *When do we have to have our decorations picked up by?*

If we have an event the following day, which is usually the case, then your personal belongings would need to be removed following the reception. You have 45 minutes after the official end time to remove these items. On the rare occasion we do not have an event the following day, you could come back then to retrieve your items. If you choose to come back the next day we can not guarantee the safety of your items as we do not have the option to lock up the "reception area". Also, we will not have staff members present to provide assistance with the pick-up. Again, we can not guarantee the safety of any items if left behind for a later pickup.

- *Can Coyote Ranch handle all of the decorations for us?*

If you prefer a one stop shopping experience...we are happy to handle the centerpieces, table decor, bridal bouquets, candles, dessert, musical entertainment, officiant, etc. for an additional cost.

Have you been planning your wedding day since before you could walk ?

If so, provide us with photos and ideas of the look and feel you have always envisioned for your magical day. Pinterest boards are a great option....and we *know* you have one!

Or on the other hand, would you rather plan a root canal than spend weeks and months going over the myriad of details for a wedding? You want to marry your best friend and enjoy celebrating a magical night with your friends and family. So, if you find nothing exciting about comparing color swatches and the pro and cons of roses vs peonies...relax, we've got you covered to plan your amazing wedding!

Either way, we will meet with you to discuss your budget, special thoughts and ideas... or maybe lack thereof 😊 ...and together come up with a plan and quote that works for everyone.





## SEATING, TABLES, ETC

- *What type of seating does Coyote Ranch provide?*

Depending on which area you are in, we have either wooden farm style tables (8' length) set up in long rows, "family style" or regular tables with linens provided. We have bench seating for the reception and ceremony. Chairs can be arranged for an additional fee.

- *Can we rearrange the placement of the tables or replace them with round tables?*

In the Arbor Area we are unable to rearrange the entire layout of our tables for the reception seating due to time constraints. We can work with you for placement of the head table.

In the Elm Tree Area we have some flexibility to use a few round tables amidst the 8 foot rectangle tables.

## CLEAN-UP

- *Does Coyote Ranch handle the clean-up after the event?*

Yes, we handle all of the cleaning, etc of the area. However, you will be responsible for the break-down and removal of any of your own decor, flowers or personal items that you brought in from outside which you want to save and take home. You can leave anything behind that you do not wish to retain and we will dispose of it.

## REHEARSAL

- *How do we schedule a rehearsal?*

As we get closer to the actual wedding day (usually 4-6 weeks prior), we will work with you on a date & time for your rehearsal.

Unfortunately, we are not able to plan very far in advance due to possible last minute bookings. Since we operate on a short, seasonal basis we are not able to guarantee that the rehearsal will be in the actual wedding location. Of course, if on the date of your rehearsal the area is available then you are welcome to use it. Rehearsals typically must take place on a Thursday. You will have roughly a 30-45 min timeframe between 3:30 - 5:00 pm for your rehearsal.





# Coyote Ranch

## BRIDE'S COTTAGE

- *Is there a dressing room for the bride/groom to get ready in?*

Starting at 4:00 pm, we will have a small tent in your area where the bride can get dressed, touch up make-up and hair and wait until the ceremony. It is possible that we will have our little white cottage available for rent next summer. We can discuss this if you decide to book with Coyote Ranch.

You have the option to bring an RV/trailer to the property to prepare in at no charge. We do not have hook-ups for RV's.

## MUSIC / SOUND

- *What about arranging for a band or disc jockey?*

You can bring in your own entertainment, or we can make all of the arrangements for you. We have some great DJ's available. Bands with horn instruments may have some restrictions as to how loud they play after 10:30 pm.

- *Are there sound restrictions?*

No, not within reason. We do have to observe neighbors, but fortunately they are not close by. If we feel the music is too loud Coyote Ranch has the right to request the volume be brought to a reasonable level. This is rarely ever the case as most DJ's normal volume is fine. There have been a few times where we have had have a band lower their volume. If the event is extending past 10:30

## CEREMONY/OFFICIANT

- *Is the officiant included in the package?*

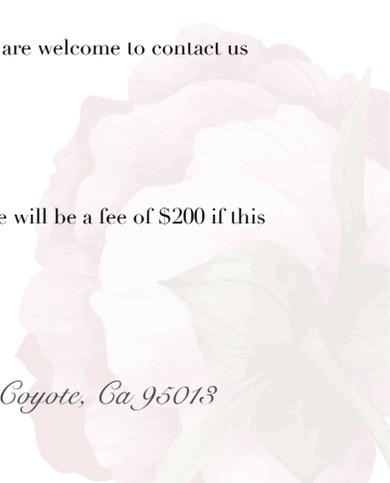
No, groups will need to provide their own officiant.

- *Does Coyote Ranch provide the sound system for the ceremony?*

No, the DJ would need to handle the arrangements for the speaker, microphone, etc for the ceremony. They are welcome to contact us to get details on this. Again, we are happy to help make arrangements for your disc jockey.

- *Can we use flower petals for the ceremony aisle?*

You can use flower petals but they must be REAL flower petals. Absolutely no artificial petals allowed. There will be a fee of \$200 if this is not followed.





# Coyote Ranch



## FOOD & BEVERAGES

- *Can we provide our own caterer?*

Yes, we can discuss the requirements for a non-catered reception. They have to provide us with a current health certificate and proof of insurance, with Coyote Ranch Inc and Coyote Associates LLC, as additionally insured. \*We require that the caterer meet with us a minimum of one month prior to the wedding so they understand their work area, our requirements and the meal prep and service area available to them.

*Please Note: We do not have kitchen facilities available for outside caterers. Caterer must provide staff to serve & to clear tables after dinner*

- *Can we bring in our own appetizers ?*

Yes. However, they have to be provided by a licensed caterer or restaurant with a current health certificate and proof of insurance. They will have to have a wait person to be stationed with the appetizers for the duration, handling all of the set-up, cleaning & service.

- *Can Coyote Ranch do appetizers?*

Yes, if we are providing the catering for dinner.

- *Can we upgrade the beer and wine provided in the quote?*

Of course! Your catered package includes beer, wine, soft drinks, ice tea, lemonade & tap water. We serve Bud and Coors Lite, our famous Coyote Ranch Sangria, along with a variety of house wines (merlot, cab, chardonnay, pinot grigio, pink moscato etc.) by wineries such as Liberty Creek, Gallo, etc. We can send you a beer upgrade list to choose from. We can serve two different varieties of beer at the same time from our tap. If you choose to upgrade only one keg of beer, we will serve it along with one of our regular beers. If you run out of your upgraded keg, we will replace it with the included beer type so that you have 2 beer choices throughout the duration of your event. *Most* beer upgrade options cost \$85 per keg. If you have your heart set on serving more than two varieties of beer at the same time, let us know and we can discuss your options, such as bottled beer.

- *How is the food served?*

Buffet Style. Guests come up, receive their plate and utensils and go through the line, choosing which items they like.

- *Does Coyote Ranch provide plates, glasses, utensils, etc?*

Yes, our catering service includes high quality disposable plates, beverage glasses, faux "silver" silverware and paper napkins.

- *Can we upgrade the disposable plates, etc to real china and glassware?*

Yes, we are happy to provide a quote for these items, along with the required bussing fees needed for china service. We can also provide a quote for pre-setting all of the tables in advance, rather than having the plates, glasses, etc available at the service station (ie. bar, buffet line)



# Coyote Ranch



## CAKE & DESSERTS

- *Can Coyote Ranch handle the wedding cake / desserts / candy bar?*

Yes! After talking with you and discovering what your vision is, we can provide you with quotes.

If you need inspiration, suggestions, ideas please let us know.

- *If we bring in our own cake/desserts who handles the cake cutting?*

Most couples these days choose to forgo the traditional large wedding cake (let's face it, much of it goes un-eaten) and instead are leaning towards a dessert bar. Set-up with cupcakes, cookies and candy that guests can help themselves to at their leisure. A small ceremonial wedding cake is still used for the bride and groom to take cut and take pictures with. If you would rather go the traditional route and bring in a cake large enough to serve all of the guests you have two options.

Option #1: You can choose for someone from your group of friends or family to cut and serve your cake.

Option #2 : If you would like Coyote Ranch to handle the cutting and serving of a wedding cake we can provide you with a quote. It is an approx. \$175 fee for this service, however it can vary depending upon the size of cake & number of guests.

With either of the above options, you will need to provide your own plates, napkins, & silverware.

If you would like Coyote Ranch to supply these items the cost is \$1.00 per person.

- *If we bring in our own cake, is there a place to store it ahead of time at the ranch?*

We are usually able to accommodate your cake. On rare occasions our coolers may be full, due to very large events either preceding or following your wedding. Please note, we do not handle the placing or assembling of wedding cakes that is brought in by an outside vendor. If we are able to accommodate your cake in our cooler, the bakery will have to wait until the events preceding yours are over with, typically 4:00 pm the day of your wedding. This is solely for the safety of your wedding cake.