



7561 East Evans Rd
San Antonio, Texas 78266

___ Casita Rental ___ Hacienda Rental



(210) 857-7518 Angela
(210) 884-6890 Tammy

Antique Rose Emporium Rental Agreement

You are entering into a contract between The Antique Rose Emporium (ARE) and it's Management Company DeLux Event Services (DES). The rental fee is for the use of the facility and the front and side lawns of the Hacienda de las Rosas OR with the rental of the Casita del Cibolo, the use of the banquet room, patio and adjoining courtyard.

Saturday rental in the Hacienda is from 12 pm to 12 am, with Sunday and weekday rentals ending at 10pm. You must be off the Antique Rose Emporium property by the designated time and all belongings must be taken with you. You are responsible for clean up and putting away tables and chairs and clearing out trash so please take this into consideration when planning your event and departure time.

Casita Rental Hours vary, please ask your Rental Consultant for hours.

Hacienda de las Rosas rental incudes the following:

200 Natural Wood Folding Chairs

14- 60" Round Tables (seats 8)

6-6' banquet tables

1-5 gallon bucket of Rose petals, will be a mix of colors (seasonal availability, **must be requested in advance**)

Casita del Cibolo rental includes the following:

40 Folding Chairs

8- 6' banquet tables

1-5 gallon bucket of Rose petals, will be a mix of colors (seasonal availability, **must be requested in advance**)

RENTAL/DAMAGE DEPOSIT:

A fifty percent deposit is required at the time of the rental agreement signing to hold your date. The balance is due one month prior to your event along with a \$300 damage deposit. We prefer the damage deposit is made in the form of a separate check. This deposit will be returned within 15 days after the end of your event, provided the premises are returned in the same conditions as it was originally rented to you. Acceptance of the damage deposit does not in any way limit the owner's right to collect for damages in excess of the amount of the damage deposit. An additional charge of \$50 will be assessed for excessive cleaning or trash left behind.

LINENS & RENTALS

Table linens and additional rentals and décor are provided in house exclusively by DeLux Event Services. Outside rental companies are not allowed. Candles must be contained in a glass container in which wax will not make contact with table linens. Should linens be burned or damaged beyond normal usage, you may be responsible for replacement of damaged or destroyed linens up to replacement value.

REHERSALS

You must notify DeLux Events if you plan to schedule a rehearsal the night before your wedding. Rehearsals must be scheduled during the nursery's normal business hours and must be completed with all guests leaving the property by 5:00 pm. We suggest you schedule your rehearsals for 4:00 pm or earlier. You will not have access to the building for your rehearsal.

PHOTOGRAPHY/BRIDAL & ENGAGEMENT PORTRAITS

If you plan to have portraits of any kind taken in the gardens, you must call ahead to schedule them. Please call the Sales Office at (210) 651-4565. Such portraits can only be done during regular business hours and the gardens may not be always be available on Saturdays and Sundays as these are busy retail days for the garden and we may have events scheduled. There are not dressing facilities or adequate restroom facilities for you to change into your bridal gown so please keep this in mind. You will also need to check in with the sales office upon arrival at which time you will receive a set of guidelines. We will not be present when you are taking your portraits so you will not have access to the building during this time. Please follow any and all directions as given by garden staff as you are in a public, retail space with paying customers and we do not want to impede the normal operation of the nursery. There is no charge for you to use these areas but you must follow all guideline or you may be asked to leave.

RULES FOR USE OF FACILITY

The Renter is responsible for the actions of their guests. Bear this in mind when planning your event so that someone may make guests aware of our policies. You will be responsible for any damage caused by your guests. This is especially important when the renter may not be present afterwards for cleanup, etc.

- **It is the responsibility of the renter to set up tables and chairs and to clean and put them away at the end of the event.** Do not leave tables or chairs outside overnight. Set up and tear down services are offered by DeLux Event Services for a separate and additional fee.
- It is also your responsibility to clear your tables of trash and **ALL TRASH is to be bagged and placed in the dumpster at the end of your event.** DO NOT LEAVE BAGGED TRASH OUTSIDE OR IN OPEN CONTAINERS OVERNIGHT. This includes restroom trash and the cans on the porch. Because we are in the country, animals will get into and spread the trash and you will be responsible for the cleanup. All areas should be checked for trash, parking lots, and gardens around the hacienda included. If trash is inaccessible without damaging plants, please bring it to our attention so that it may be removed promptly. Failure to do so may result in loss of part or all of your deposit.
- ARE will provide trash cans, bags, toilet paper, soap and paper towels for the bathrooms.
- **ALCOHOL MUST BE SERVED BY A TABC LICENSED PROFESSIONAL THAT WE PROVIDE.** Otherwise it is not permitted. Texas State law does not allow alcohol to be served to minors under the age of 21. The TABC licensed caterer/bartender is responsible for serving these

beverages and shall be given the right to refuse service to anyone deemed intoxicated. **ARE and DES are not responsible for your guest's alcohol consumption or actions as a result thereof.**

- Professional caterers are recommended but not required. There is a small kitchen inside the Hacienda which includes a sink, refrigerator, microwave, oven and stovetop but is not designed for cooking large meals.
- **Absolutely NO SMOKING is allowed inside the hacienda or casita**-Smoking is allowed on the porches and lawns but all cigarette butts must be disposed of properly. Any butts left on lawns must be picked up and removed at the end of your event.
- **Please stay out of the gardens**; children should be closely supervised at all times. The gardens are not safe play areas and present risks to unsupervised children. Please have someone inform your guests of this policy. ARE and DES are not responsible for injuries.
- Do not pick or cut any plants, flowers, herbs or roses. Please exercise due care when decorating to ensure no damage is done to our plants. If sprinklers, hoses or other garden items need to be moved, please ask a DeLux staff member for assistance.
- The throwing of rice, birdseed, or confetti is not permitted inside or outside the hacienda/casita or lawns. A free 5 gallon bucket of mixed rose petals are available when requested at least 7 days in advance. Additional 5 gallons of petals may be purchased for \$37.50 plus tax. The availability of rose petals is seasonal so we make no guaranty of this availability or entertain requests for certain petal colors. Petals are not available in January or February.
- **NO STAPLES, NAILS, TACKS, TAPE** or adhesive strips may be used since they are damaging to the floors, walls, paint, doors and so forth. Absolutely nothing may be attached to the doors. If you would like to place a decoration somewhere and are having difficulty in figuring out how to do so, please ask our staff for assistance. All decorations must be removed immediately following your event.
- **PARKING IS TO BE IN DESIGNATED AREAS ONLY.** Parking is prohibited anywhere within the grounds of the nursery and gardens. Caterers, DJ's, Cake Deliveries may be made behind the Hacienda but prolonged parking is not allowed. Absolutely no parking or driving on the lawn.
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- Furniture inside the hacienda may be moved but must be returned to its original position at the end of your event.
- The sound system inside the Hacienda is not for use. It was designed for microphones used during meetings and conferences and is not compatible with music playing devices or otherwise.
- Outdoor Music Volume must be kept at a moderate volume at all times, especially during business hours and must be reduced to a volume as determined by management.
- **ALL MUSIC MUST BE SHUT OFF BY 11:00** in order to allow ample clean up time before midnight.

Cancellation Policy

A cancellation made 1 year prior to the reserved date will have the security deposit returned less \$500 for booking fees. Otherwise, deposit is non-refundable. ***Should your plans change and you need to cancel or reschedule, you must contact DeLux Event Services. Changes or cancellations are not accepted at the Sales Office.***

Angela De Leon (210) 857-7518 angela@deluxeeventservices.com or

Tammy Conn Felux (210) 884-6890 tammy@deluxeeventservices.com

I have read and received a copy of the above rules for the rental at the Antique Rose Emporium. I personally agree to abide by these rules and make them known to my guests as necessary. Renter further agrees to indemnify and hold harmless owners and staff of The Antique Rose Emporium and owners and staff of DeLux Event Services from any and all liability demands, actions and claims arising out of or in any way related to renter's use of the premises.

Signature of Renter

Date

Rental Payment Information

Date of Rental: _____ Date of Contract: _____

Rental Fee: _____ Deposit Required: _____

Renter(s): _____

Address: _____

e-mail address: _____

primary phone number: _____ 2nd #: _____

Check Number: _____ or cash

Balance Due: _____ Due Date: _____

Check Number: _____ or Cash _____



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Please keep for your records:

Rental date: _____

Rental Fee: _____ Deposit Amount Paid: _____

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Please mail contract to:

DeLux Event Services

13493 Wetmore Rd. San Antonio, TX 78247



*The following services and more are provided by DeLux Event Services
and are available with your rental for an additional fee.*

LINENS

Floor Length Table Linens: Black, White or Ivory	\$11 per table \$154 covers 14 tables
Banquet Table Covers	\$11 per table \$110 covers 10 tables
Satin, Taffeta or Pintuck Overlays	Starting at \$8 to \$14
Floor length Specialty Linens available	Starting at \$25

OPTIONAL SERVICES

Reception Table and Chair setup	\$150
Reception Table and Chair Tear Down	\$150
Outside Ceremony Chair Setup 120 chairs or less	\$100
Ceremony Chair Take down	\$75 (when booked with reception teardown)
Trash Removal/Cleaning	\$150
Reception Coordination	\$525 Two coordinators
Ceiling Draping-Lighted Swaged Ceiling	\$375
Rustic Arch with Greenery or other	\$100
White Arch with Greenery or other	\$100

Many other services and rentals are available.

DeLux's rental and labor pricing is not part of contract and is subject to change without notice. DeLux Event Services reserves the right to make adjustments to prices based on number of guests and or other fluctuations as deemed necessary. Prices can only be guaranteed when booked upon signing of contract. Deposit is required for linens and additional services

Please visit www.deluxeeventservices.com