



15500 Chandler Rd. • E. Lansing, MI 48823



4501 Hawk Hollow Dr. West • Bath, MI 48808



### Ceremony Agreement

#### *The Wedding Garden at Eagle Eye –*

The Wedding Garden at Eagle Eye is available to rent for one of the following time slots and must be prearranged with the event coordinator:

- Fridays:  1:00p.m. – 3:30p.m. \$650     4:00p.m. – 6:30p.m. \$850
- Saturdays:  10:00a.m. – 12:30p.m. \$650     1:00p.m. – 3:30p.m. \$850     4:00p.m. – 6:30p.m. \$850     7:00p.m. – 9:30p.m. \$850
- Sundays:  1:00p.m. – 3:30p.m. \$850     4:00p.m. – 6:30p.m. \$850     7:00p.m. – 9:30p.m. \$850

The Wedding Garden fee includes general garden maintenance, set up of chairs, an arbor, portable PA system and podium. Any additional AV will be charged separately.

#### *The West Lawn at Hawk Hollow –*

The West Lawn at Hawk Hollow is available to rent for one of the following time slots and must be prearranged with the event coordinator:

- Fridays:  1:00p.m. – 3:30p.m. \$200     4:00p.m. – 6:30p.m. \$200
- Saturdays:  10:00a.m. – 12:30p.m. \$200     1:00p.m. – 3:30p.m. \$200     4:00p.m. – 6:30p.m. \$200     7:00pm – 9:30p.m. \$200
- Sundays:  1:00p.m. – 3:30p.m. \$200     4:00p.m. – 6:30p.m. \$200     7:00p.m. – 9:30p.m. \$200

The West Lawn at Hawk Hollow rental fee is \$200.00. The West Lawn fee is for general maintenance only.

#### *The Wedding Chapel at Hawk Hollow –*

The Wedding Chapel at Hawk Hollow is available to rent for one of the following time slots and must be prearranged with the event coordinator:

- Fridays:  1:00p.m. – 3:30p.m. \$800     4:00p.m. – 6:30p.m. \$ 950
- Saturdays:  10:00a.m. – 12:30p.m. \$800     1:00p.m. – 3:30p.m. \$1200     4:00p.m. – 6:30p.m. \$1200     7:00p.m. – 9:30p.m. \$800
- Sundays:  1:00p.m. – 3:30p.m. \$800     4:00p.m. – 6:30p.m. \$ 950     7:00p.m. – 9:30p.m. \$ 950

Memorial Services: Monday – Thursday before noon \$800.

Chapel fee is due at the time of booking. The rental fee includes use of the chapel during reserved time slot, on site coordinator, Bride's Room, Grooms Quarters, complete sound system, pulpit, and baby grand piano \*PIANO IS NOT ALLOWED TO BE MOVED. In the event a wedding is scheduled on the preceding day, your rehearsal must be coordinated to avoid the ceremonies times. Rehearsals are also allowed to be held on Wednesdays and Thursdays. Any bows, ribbons, or flowers attached to the wood pews must be secured with non-adhesive, non-abrasive materials.

Rehearsals for The Wedding Chapel are reserved for 1 hour.

### General Information

**Outside ceremonies only:** In the event of inclement weather, your ceremony will be held inside the room which is reserved for your reception. Structure for the ceremony to be held inside will be the same structure as reception. Hawk Hollow and Eagle Eye will not have an indoor room available for guests who have reserved outside ceremonies only. If inclement weather, ceremonies held on the West Lawn at Hawk Hollow will be credited \$\_\_\_\_\_ to your account. Ceremonies held in the Wedding Garden at Eagle Eye will be credited \$\_\_\_\_\_ to your account.

The Wedding Garden, West Lawn and The Chapel at Hawk Hollow are non-refundable unless an event is booked for the same date in the time same time slot. All cancellations MUST be in writing. Cancellations require the yellow copy of contract to be returned with a signed letter of cancellation request.

The Wedding Garden at Eagle Eye, The West Lawn at Hawk Hollow and The Wedding Chapel at Hawk Hollow are non-denominational facilities. Officiate services are at the choice of the couple to be married.

The use of faux flower petals are **NOT** permitted at any outside ceremony location. The use of fresh flower petals is **NOT** permitted in The Wedding Chapel.

Rice or bird seed are not allowed to be thrown on the grounds. Bubbles may be used outside only.

The Chapel at Hawk Hollow does not have space available to store personal property, equipment or supplies belonging to or rented by the host before or after scheduled events. Hawk Hollow and Eagle Eye may not be held responsible for the damage or loss of any merchandise or personal articles left on the premises prior to or following the event. All items must be removed from the Chapel immediately following the ceremony.

Fees for damages and excessive clean up, will be assessed.

Video and photography restrictions are at the discretion of the couple's officiate.

Securing an aisle runner will be the responsibility of the couple to be married.

Hawk Hollow Golf Properties are located in Clinton County.

Customer Name (print) \_\_\_\_\_ Event Name \_\_\_\_\_ Event Date \_\_\_\_\_

Email address \_\_\_\_\_ Phone number ( \_\_\_\_\_ ) \_\_\_\_\_ Est. # of Guests \_\_\_\_\_

Customer Signature \_\_\_\_\_ Date \_\_\_\_\_

Hawk Hollow or Eagle Eye Signature \_\_\_\_\_ Payment Received \$ \_\_\_\_\_

Type of Payment:     VISA/MC             DISCOVER             AMEX  
                                  CASH                     CHECK (#)            Name \_\_\_\_\_