

LANNINGS'

Cascade Meeting & Wedding Reception Center

6280-28th St. S, E.Grand Rapids, MI 49546-6902
616-575-7000 or 616-459-0289

- Lannings' Cascade Meeting & Wedding Reception Center's daily rental rate for Friday, Saturday, and Sunday is \$700.00 per night. The daily rental rate for Monday, Tuesday, Wednesday, and Thursday is \$500.00 per night.
- Lannings' CM&WRC policy is to reserve everyday possible for (receptions, conferences and meetings) In the event the night before a scheduled event is not reserved the host will be allowed into the facility to decorate at no charge. If there is a scheduled event, the host will be allowed in the banquet hall the morning of their event by 7:00am.
- A 50% deposit is required to confirm a reservation. The remaining balance will be paid in full one week before the event.
- Lannings' requires a non-refundable cleaning charge of \$250.00 for restrooms, carpets, kitchen and entry halls. There will be a minimum additional charge of \$250.00 for any major carpet spills or property damages. The additional cleaning or damage fee will be paid by credit card (one must be on file) if excessive clean up or any damage repairs are necessary.
- All reservations will be coordinated between management and the designee on the signed agreement.
- No deposits will be refunded for any cancellations. NO EXCEPTIONS
- Any individual, organization or group seeking to use the Cascade Meeting & Wedding Reception Center will provide a certificate of insurance for \$1,000,000 of general liability per agreement and the CMWRC named as an additional insured.
- Events will be concluded by 11:30 PM and vacated by 12:00 Midnight . An additional cost of \$50.00 per hour will apply for events that run past the vacated time unless prior arrangements are made with management
- Due to local and state regulations, Lannings' CMWRC does not allow cash bars. The host is allowed to bring their own alcohol into the facility. The host is responsible for any minor consumption of alcohol and in the event a person under 21 is served an alcoholic beverage, that person will be barred from the property.
- Banquet rental prices include chairs, tables, standard table linens (white only). There will be an additional charge of \$200.00 for colored table linens. Table skirting is not included in quoted price. Additional linens and napkins may be ordered through the banquet center's preferred vendor at an additional fee. Tables and chair set up is not included in rental price.
- Outside services (florists, musicians, decorators, photographers and audiovisual) will be allowed in the banquet facility at no additional charge.
- Rice, confetti, glitter, silly string and scotch tape on walls will not be allowed inside facility. Candles will be allowed with glass shields.
- Lannings' CMWRC is a designated non-smoking facility and a \$500.00 fine will be imposed if anyone is caught smoking inside the banquet facility.

Date of Event : \$ _____ Cost : \$ _____ Deposit : \$ _____ Balance Due : \$ _____

Contact Person & Address _____

Business# _____ Home _____ e-mail _____

The undersigned host of the scheduled event agrees to follow all rules and regulations defined by all applicable laws and regulations.

LANNINGS Manager _____ Date Signed _____

Authorized Lessee _____ Date Signed _____

PRINT NAME : _____

Credit Card Number _____ Exp. _____