



# Ardenwood

## HISTORIC FARM

34600 Ardenwood Blvd. Fremont, CA 94555 | hello@ardenwoodevents.com | 650-746-8539 | www.ardenwoodevents.com

### SAMPLE 2023 PROPOSAL.

Included in this proposal are the most requested items at corporate events.

**Actual costs vary depending on your specific event needs**

Created: 10.17.2022 | Expires: 10.27.2022 |

FOOD, BEVERAGES, SERVICES and VENUE	QUANTITY	UNIT PRICE	COST
<b>CATERING:</b>			
BBQ Menu: BBQ Chicken & Tri Tip, Choice of TWO sides, choice of ONE salad, Bread Rolls and Fresh Cut Fruits. <i>*Final guest count due 10 days before the event. *Includes buffet tables, chafers &amp; sterno, serving utensils, and 30 picnic table linens</i>	200	\$54.95	\$10,990.00
Vendors/ Kids Meals (Kids = 4-10 years) <i>*20% Discount</i>		\$43.96	\$0.00
Appetizers <i>*Price varies between \$5- \$10/ person</i>		\$6.95	\$0.00
Dessert Bar <i>*Price varies between \$5-\$10 /person</i>		\$7.00	\$0.00
Ice Cream Bars	200	\$3.50	\$700.00
<b>FOOD TOTAL:</b>			<b>\$11,690.00</b>
<b>BEVERAGES: Non-Alcoholic Beverages + Beer &amp; Wine</b>			
2 Drink tickets p/person Standard Beer & Maggio Wine   4 hours of service. <i>*Includes cups and Ice. (Unlimited available by request)</i>	200	\$30.00	\$6,000.00
Upgraded BWC Package <i>*Price Depends on Selection</i>		\$5.00	\$0.00
Overtime Beverage Service <i>*Over 4 hours</i>		\$5.00	\$0.00
Misc.			\$0.00
<b>ALCOHOLIC BEVERAGE TOTAL:</b>			<b>\$6,000.00</b>
Non Alcoholic Beverages <i>*Variety of Soda</i>	200	\$10.95	\$2,190.00
Complimentary Unlimited Ice Water and Lemonade	200	\$0.00	\$0.00
Coffee & Tea		\$3.00	\$0.00
Misc.			\$0.00
<b>NON- ALCOHOLIC BEVERAGE TOTAL:</b>			<b>\$2,190.00</b>
<b>REQUIRED SERVICES</b>			
Event Manager <i>*7 Hours on day of Event + 1 Site Visit and 1 Detail Meeting. If additional hours or service is needed, client will be charged accordingly. *2 Event Managers required for any event over 250 guests</i>	1	\$2,000.00	\$2,000.00
Venue & Catering Manager <i>*7 hours day of Event</i>	1	\$1,000.00	\$1,000.00
Service Staff <i>*Minimum of 2. Additional staff required for guest counts above 200</i>	2	\$175.00	\$350.00
Bartender/ Beverage Server. <i>*Mandatory if alcohol is served *Additional required for guest counts over 200</i>	1	\$275.00	\$275.00
Parking Attendants (3) / Greeter at Parking Lot (1). <i>Busses mandatory for guest counts exceeding 250. Buses strongly advised for guest counts up to 200</i>	4	\$100.00	\$400.00

Historic Day Activities - Train Rides / House Tours (Thursday/Friday/Sunday Only) Adults	200	\$7.00	\$1,400.00
Historic Day Activities - Train Rides / House Tours (Thursday/Friday/Sunday Only) Kids		\$5.00	\$0.00
Directional Signs Package - 6 Included from parking lot to Deer Park	1	\$120.00	\$120.00
Large Group Maintenance Fee *150 + guests		\$5.00	\$0.00
<b>ADDITIONAL SERVICES</b>			
Additional Folding Chairs		\$4.00	\$0.00
Additional Linens *30 included		\$30.00	\$0.00
Chalkboards for Additional Signs		\$30.00	\$0.00
Ice/ Buckets *for BYO additional beverages		\$25.00	\$0.00
PA System w/ Corded Microphone *Lessee provides device for music and playlist. *Lessee must assign someone to make announcements	1	\$200.00	\$200.00
Platters and Tiered Stand Rentals *For BYO Desserts etc.		\$12.00	\$0.00
Registration Station *ONE Provided Staff person to check in guests at the entrance to the Farm. PEE will provide paper wristbands and drink tickets. *Lessee must provide a pre-arranged RSVP list with guests first and last names, and be available by phone for any questions about non-RSVP'd guests. *Additional staff required for guest counts over 200. *Lessee may choose to use their own staff for registration.	1	\$300.00	\$300.00
Round or Rectangular Tables w/ linen		\$40.00	\$0.00
Vendor Overtime *Set up/ Break down per hour		\$150.00	\$0.00
Venue Manager Overtime (over 8 Hours)		\$150.00	\$0.00
Wine Barrels *around the lawn		\$60.00	\$0.00
<b>ACTIVITIES:</b>			
<i>The games package is currently being updated for 2023 and some of the below options may change in availability and pricing.</i>			
Accessible Table Top Games Package	1	\$100.00	\$100.00
Ball Games Package: Sand Volleyball, Pickle Ball, Spike Ball, and Lawn Skee Ball	1	\$650.00	\$650.00
Disc Golf Set	1	\$100.00	\$100.00
Garden Games Package: Corn Hole, Giant Jenga, Horseshoes, Jumbo Connect 4, Giant Dice	1	\$450.00	\$450.00
Kids Games Package: (Hula Hoops, Sack Races, Ring Toss)		\$150.00	\$0.00
<b>SERVICE and RENTAL TOTAL</b>			<b>\$7,345.00</b>
<b>VENUE RENTAL</b>			
Deer Park Rental Fee: \$650/ hour *6 hour minimum (2 hours prior to event start + 1 hour allocated for clean up) *Includes garbage, recycling, and composting services	7	\$650.00	\$4,550.00
Added set up, cleanup/ breakdown hours. 4-hour Minimum Rental			\$0.00
<b>VENUE TOTAL:</b>			<b>\$4,550.00</b>
<b>SUBTOTAL</b>			<b>\$31,775.00</b>
We do not accept credit cards or credit card checks. Personal checks only. Make checks out to: <b>Palmdale Estates Events</b> Please mail all checks to our corporate office: <b>34600 Ardenwood Blvd. Fremont, CA 94555 Attn: Palmdale Estates Events</b>	Service Fee	20.00%	\$5,445.00
	Catering/ Service Subtotal		\$37,220.00
	Sales Tax	10.25%	\$3,815.05
	<b>Total</b>		<b>\$41,035.05</b>

Deposit Payment Schedule	Due	Paid	Balance Due
All deposits are nonrefundable if date is cancelled regardless of date of cancellation.			
1st Deposit: 50% of Estimated Fees. Due upon Signing of Contract	<b>\$20,517.53</b>		\$41,035.05
Misc.			\$41,035.05
\$1,000,000 Mandatory Event Insurance through www.wedsafe.com or www.eventhelper.com: Due 3 months before event			
Final Balance Due in Full 10 Days Before Event. Payment based on final headcount and rentals.			\$41,035.05
Lessee has read and agreed to the Invoice portion of this contract between the lessee and Palmdale Estates Events and agrees to pay the entire balance in full at least 10 days prior to event. If final balance is not paid 10 days prior to event, rental of Ardenwood Historic Farm and catering by Palmdale Estates Events is subject to cancellation.			
Lessee Signature _____		Date: _____	