

Bleeks & Bergamot

RURAL RECEPTIONS



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Rental Pricing 2024

A FRIDAY, MAY THROUGH OCTOBER 2024 - INTIMATE EVENT: \$4,500 + HST

WITH A PARTY NEVER EXCEEDING 50 PEOPLE, INCLUDING YOURSELVES. VENDORS ARE NOT ADDED IN THIS COUNT.

A FRIDAY, MAY THROUGH OCTOBER 2024: \$5,750 + HST

WITH A PARTY UP TO OUR 150 PERSON CAPACITY, INCLUDING YOURSELVES. VENDORS DO NOT COUNT IN OUR EVENT CAPACITY.

A SATURDAY, MAY THROUGH OCTOBER 2024: \$6,750 + HST

WITH A PARTY UP TO OUR 150 PERSON CAPACITY, INCLUDING YOURSELVES. VENDORS DO NOT COUNT IN OUR EVENT CAPACITY.

HYBRID EVENT: \$5,250 + HST FRIDAYS, \$6,250 + HST SATURDAYS

A BLEEKS AND BERGAMOT "HYBRID" EVENT COMBINES THE BEST OF BOTH THE INTIMATE WEDDING WITH A FULL SCALE AND LARGER EVENING RECEPTION FOLLOWING. AT THIS PRICING POINT, COUPLES ARE PERMITTED TO HAVE UP TO 48 GUESTS + THEMSELVES FOR THEIR CEREMONY, COCKTAIL TIME, AND DINING FOLLOWING, WITH UP TO 100 ADDITIONAL GUESTS PERMITTED TO BE INVITED TO A LARGER RECEPTION, ANYTIME AFTER 8 PM. DECISION ON HYBRID EVENT OR NORMAL FRIDAY-SATURDAY PRICING ABOVE DOES NOT NEED TO BE MADE UPON RESERVING A DATE. 90 DAYS NOTICE REQUIRED ONLY.

RECEPTION ONLY EVENT: \$5,250 + HST FRIDAYS, \$6,250 + HST SATURDAYS

PERHAPS YOUR DREAM CEREMONY IS AT A CHURCH, OR IN YOUR OWN BACKYARD? NO PROBLEM HERE! DECISION ON RECEPTION ONLY VS. FULL SCALE WEDDING ON SITE WITH CEREMONY DOES NOT NEED TO BE MADE UPON RESERVING A DATE. 90 DAYS NOTICE REQUIRED ONLY.





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- **Day of access to the main property from 3 pm onwards for any guest arrivals, with ceremonies to begin as early as 3:30 pm, or anytime after that up until 6:30 pm (for non traditional evening ceremonies that some couples want)**
 - **4:30 pm guest arrivals or later permitted for reception only events, on both Fridays and Saturdays**
 - *Vendors access to property for preparations from 10 am onwards - floral, décor, food, DJ etc.*
- **Wedding parties will have access to two new prepping quarters beginning anytime after 10 am on your event day.**
 - *The "beauty barn" is being built in late 2022 to be a stunning clean canvas for one half of the wedding party to get ready in, with makeup and hair stations, ample natural light, parking, kitchenette, WIFI, change rooms and full washroom, along with a beautiful bridal portrait backdrop area inside. Building will be heated and air conditioned and is being built down at our riverside property (1 km down the street from main venue), for use beginning May 2023. Approximately 700 square feet.*
 - *Alternate dressing space will be at our main venue site, featuring a mini bar, foosball table, changerooms, with WIFI, lounge furniture, AC and heat for use beginning in May 2023. Approximately 400 square feet.*
- **exclusive use of our 5 000 square foot white stone courtyard**, flanked by meticulously and professionally landscaped grounds. **Professionally designed hanging baskets & planters** in bridal/neutral palette surrounding the courtyard space offer all season vibrancy and beauty from May through late fall.
- **exclusive use of our 2,000 square foot white reception building for dining and sheltered socializing.** Ten foot ceilings with exposed beams, and white ship-lapped walls, with 5 sets of grey sliding barn doors that open up onto the courtyard. This is a phenomenal covered space for your cocktail time and evening dancing/lounging reception. Space is also highly suitable as a blank canvas for an indoor ceremony, whether due to inclement weather or simply if you prefer this over outside! Building is open air, not air conditioned. Building is heated.
- **exclusive use of our second updated 2400 square foot white reception barn**, with caterer's prep space & balance of space for use for plated or buffet style dining. Adjacent to primary reception building, and offers another approx. 1,800 + square feet of usable for your purposes (and remaining 600 or so square feet of this space for kitchen/prep quarters for caterers/bartenders) Excellent clean canvas for dinner time, speeches, grand wedding party entrances, first dances and more! 14 foot arched steel structure, with beautiful black chandeliers, glass barn doors and more! Building is open air, not air conditioned. Building is heated.
- **our one hundred year old dairy barn**, with new white portico offers a stunning backdrop for your wedding ceremony and more (no inside access at this time)
- **private access to our nearby riverside property** for extremely scenic bride and groom photos, wedding party shots, first look, golden hour, or other small group photography, alongside mature trees, rapids, and 150 year old log buildings (access is available after 1 pm on the day of your event until sunset, at the latest.) The river front is roughly 1.5 km away from our main venue, and so we highly recommend driving here from the main venue site, for either first look photography, cocktail photo time with your wedding party, or golden hour photography at sunset! The "beauty barn" is being constructed on this vacant farm land for use beginning Spring 2023, roughly 100 feet from the rivers edge. Access to this dressing building again is permitted anytime after 10 am on your wedding day.
- **complimentary booked visit and tour prior to your event**
 - Use of our riverside property for a booked time slot in the 18 months leading up to your wedding is also included for an engagement photo session with your photographer, should you wish.
- **Rehearsal the Thursday prior to your wedding day**, with yourselves and up to 20 friends/family for up to two hours. 3:30-5:30 pm OR 6:00-8:00 pm. Rehearsals are booked on a first come first serve basis.
- **Day of liaison included for all of our couples:** liaison services, simple table décor setups for Friday and Saturday couples as needed, assistance with other vendors as needed throughout the event, lighting of candles, setup + cleanup of ceremony seating, cleaning of washrooms throughout your event, etc. **Please note:** our day of liaison service provided does not include setups/cleanup of elaborate décor items for your event, nor extensive clean up of your own personal items or items brought in by other vendors. If you really want a more stress-free and hands off approach to your wedding day plans, we would really recommend hiring our in house wedding coordinator Rebecca, or hiring a full scale wedding planner.



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- **Beautiful wood cross back chairs and solid oak church pews (optional) set up in the courtyard , or inside one of our reception buildings,** for your full ceremony guest count (up to 150 people max). **Cleanup of ceremony seating in a timely manner following is included.**
- **136 additional wood cross back chairs with ivory cushions for seated receptions, whether buffet or plated style (max capacity of 136 people including yourselves for seated meals in 2023-24)**
- **14 beautiful "X" base wood farmhouse dining tables for receptions (seating up to 10 guests each)**
- **dining tables and chairs setup in white steel barn, in desired floorplan**
- **12 other folding 8' long x 30 " wide banquet tables** for you to use as needed (dessert tables, buffet lines, head table if desired etc.) These tables would require floor length table cloths, where naturally the harvest tables do not. Most couples either do a simple table runner or no runner at all on the harvest tables
- **last call is at 11:30 PM from the bar, with bar closed by 12 am. Full party departure from the property by 12:30 am at the latest is our venue policy.**
 - **Please note: late charges of \$ 100 for every 15 minutes following 12:30 am will apply and be charged to the couple's credit card on file, for any members of their party still on site after 12:30 am.**
- **2 large modern propane firepits** for keeping cooler evenings feeling sunnier for your guests in the courtyard + full propane tanks included to last the duration of event, surrounded by Adirondack chairs & other lounge seating. **We also have 3 modern upright propane patio heaters,** for keeping the cocktail patio area warm on cooler spring or fall evenings + full tanks. **Our event liaison or the venue owner turns these on for you and your guests as the sun starts to go down, and manages these throughout the night.**
- **ample guest parking in our adjacent field** **overnight parking permitted as long as vehicles are picked up by 12 pm on the day following your event**
- **beautiful, custom "modern farmhouse" bar and bar back,** for your bartenders to use throughout your event
- **pretty twinkle string lights hung throughout the courtyard** space to offer you and your guests an incredible evening ambience
- **full complimentary access to all of our décor and furniture listings,** to use as desired inside and out
- **pretty and accessible washrooms,** with vanities, toilets, & full length mirrors just off of one side of courtyard (x 3), along with freshening up toiletries included!
- **blankets and umbrellas X 30 each**
- **Keurig coffee makers** & a variety of complimentary coffee & hot chocolate pods, as well as black and herbal teas on a vintage cabinet. Cups, tea spoons, creams and sugars included. Replenished by our staff all night long.
- **washer toss game, corn hole X2 , and various other board + yard games for you and your guests to enjoy if they wish!**

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Catering & Food Service

In 2024 Bleeks and Bergamot is allowing couples to choose from seven unique and wonderful local catering companies for your wedding day food service.

My Catering Group

Website: www.mycateringgroup.com
Email: events@mycateringgroup.com
Phone: 343.690.0712

Ullrich's Catering

Website: www.ullrichsstore.com/catering
Email: martinullrich@ullrichs.ca
Phone: 613.735.6025

Mixing Bowl Catering

Website: www.mixingbowl.ca/menu
Email: catering@mixingbowl.ca
Phone: 613.831.4447

Culinary Conspiracy

Website: www.culinaryconspiracy.ca
Email: catering@culinaryconspiracy.ca
Phone: 613.241.3126

Smoke Box Catering/Food Truck

Website: smokebox-catering.square.site
Email: smokeboxcatering@gmail.com
Phone: 613.806.2967

Maggy's Provisions

Instagram: @maggysprovisions
Email: maggysprovisions@gmail.com
Phone: 613-899-7768

Royal's Restaurant

Website: www.royalsrestaurant.com
Email: dfisher27.df@gmail.com

These companies all offer unique and customizable menus to suit everyone's tastes and budgets! If you are booking B & B, you would be responsible for chatting with these above companies and getting their pricing, other pertinent details, and selecting one of these businesses to prepare and serve your main wedding day foods.



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Catering and Food Service

Bleeks and Bergamot does not in any way mandate a minimum guest count, or "minimum spend", for any foods provided by the above catering companies. Pricing per person will entirely be based on your budget, your selected caterers offerings and customized menu.

We are seeing some really fun twists on the usual formal seated meal for your big day!

Some of the food service options you have at our venue include, but are not limited to, the following:

- An intimate dinner following your first look and family photos, with your immediate family + wedding parties, with a larger evening (golden hour) ceremony and cocktail affair to follow (with many more guests in attendance).
- An intimate ceremony + cocktail hour and dinner following, with many more evening reception only guests arriving at or after 8 pm.
- Food stations in lieu of any seated dining.
- Passed hors d'oeuvres only, throughout your full event, for all guests attending.
- A fully plated 3 + course meal for all event guests.
- A served buffet line, full course meal for all event guests.
- Some later evening buffet and/or food stations.
- Charcuterie and grazing tables, or individual charcuterie boxes per person on top of or in lieu of a plated meal.
- A desserts table provided by friends or family setup following dinner, or by your caterers or other dessert provider.
- An ice cream truck arriving later evening for all to enjoy.
- Some food truck style late night comfort foods for all to enjoy.

Your guest count for any food options you wish to book on your big day is of no concern to our venue, and we in no way benefit from any one food service style or caterer over another.

We do require that seated dining remain a maximum of 136 people or fewer, with our maximum capacity on site at all other times never to exceed 150 people (not including vendors).

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Desserts, Cakes, Treats, Late Night Snacks

Sweets and treats as well as sweet or savory late night food stations are still permitted to be brought in by whatever company/local business you like. You are also welcome to do your own dessert/late night food setup, with your homemade desserts, sandwiches, food platters etc. provided by friends or family. We have ample furniture for this to be set up on beautifully.

Some highly recommended dessert vendors include:

Dulce Cake Designs

Sweet Clementine's Goods

Mavericks Doughnuts



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Bar and Beverage Service

At Bleeks and Bergamot, couples are permitted and responsible to supply all of their alcoholic and non alcoholic beverages that they wish to have served to their guests, from our indoor or outdoor bars.

- Beverage drop off is to take place on your booked rehearsal night, the Thursday afternoon/evening before your big day. Your venue will securely store all of your products in its walk in fridge, where from the bartenders will pull on your wedding day.
- ALL remaining beverages from your big day, including partially used bottles, will be carefully restocked at the end of your wedding night by your bartenders into the walk in fridge, where you are to pickup from the morning following your wedding. Your venue is not permitted to send any extra alcohol home with anyone after the bar closes, naturally we hope this is understandable from a liability perspective. Yourself, a friend or family member must pickup any beverage products of yours by noon the following day.
- All couples are required to obtain a Special Occasion Permit through the AGCO online (about 1-2 months before your wedding is ample time), along with One Day Special Event Insurance with "Host Liquor Liability" as you as the couple in this situation are technically the "host" of your wedding day bar, by permitting you to bring your own alcohol. This insurance can be obtained again about 1 month before your wedding, through many insurance providers. The most common are PAL insurance and Duo insurance. Est cost \$150-200.
- We are happy to provide you with some assistance if you have any extra questions regarding obtaining these above two items before your wedding day!





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Bar and Beverage Service

- **Couples are permitted to have a fully open bar if they wish, or they can charge for beverages, starting at any point in their event time.** Bleeks and Bergamot has an in house debit and credit machine for bar staff to use should the couple wish to charge for beverages at any point. These electronic transactions are simply remitted to the couple via EMT at the end of the night, and any cash sales are given directly to the couple in cash following bar close.
- **Couples are permitted to set whatever per beverage price they wish at the bar if they are charging for beverages.**
- Couples must get the appropriate "sale" or "no-sale" permit from ACGO based on their decision to sell drinks or not at any point in the night (\$150 or \$50 respectively)
- All couples are expected to have a menu of the items they have available at the bar, visible for all guests, along with a price list if you are charging. This can be as simple as a piece of paper in a frame, or as elaborate as a custom calligraphy chalkboard sign.
- ***Please note: due to confusion regarding what are tips for the bartenders and what are "donations" for the couple, any sort of honeymoon fund, donation jar, house fund etc. that you wish to have out is permitted to be near the bar, but not on the bar itself. You are permitted to setup a little table, whiskey barrel or something like this near the bar for this purpose should you wish, and we have ample options.***
- Couples are permitted to bring in any alcoholic beverages purchased through a local licensed brewery, winery, LCBO or beer store.
- Kegs are permitted so long as appropriate tap/cartridges are included.
- Shots are permitted at the discretion of your bartenders, as with all other consumption on site.
- Custom cocktails/specialty beverages are permitted within reason (up to a maximum of 3-4 on top of other beverage options you are having served at the bar).
- Bartenders are to responsibly serve to the best of their abilities, and are legally responsible to cut individuals off from service if they are too intoxicated at any time during your wedding.
- **Bleeks and Bergamot does not have any fees associated with the bar or beverage service on your wedding day in 2024. We have zero corking fees, bar service fees, or anything of the sort!**



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Bar and Beverage Service - Staffing

- Couples are given the choice to book their bartending staff through Ottawa Mobile Bartending < a local business that our venue has worked with countless times now, that specialize in event bartending services >, or by simply having the venue reserve local freelance bartenders for hire for you. Both are great options, and ultimately the decision is yours!
 - WEDDINGS IN EXCESS OF 120 PEOPLE MUST BOOK BAR STAFFING WITH OTTAWA MOBILE BAR IN 2024
- Both bartending staff options will place and cork wines on the tables if you wish for your dinner, and clear these bottles following the meal.
- If the couple selects to work with Ottawa Mobile Bartending, we as the venue will pass your contact info along to the owner, Amanda, and she will reach out to you to get her booking process underway approximately 1 year before your big day. She can provide some pre-planning related to your bar: alcohol estimates, menu assistance etc. Couples booking with Ottawa Mobile bartending will work with Amanda, pay her company invoices at her schedule, and sign her business contracts. Ottawa Mobile Bar can also offer you a "supplies bar" meaning they will provide all mixes and garnishes required for your menu, and you simply need to supply the alcohol
- *Couples can estimate a budget of \$900 + HST for the above preliminary bar guidance, with wedding day bar staffing of events up to 110 people. Events from 110 - 150 people will be subject to an estimated additional \$300 + HST on top of the aforementioned pricing, for an additional bar staff on your wedding day. Bar supplies will be additional cost to these prices above, and based on a per person rate.*
- If the couple wishes to simply use local freelance bar staff that the venue has had on site bartending in 2021-2022, couples will be subject to a price of \$22-25/ hour for each bartender needed (variance in rate depends on who is available on your wedding date). BLEEKS AND BERGAMOT WILL BOOK THESE STAFF FOR YOUR WEDDING DATE ON YOUR BEHALF - YOU DO NOT NEED TO WORRY ABOUT THIS!
- Events never exceeding 60 people will only require one staff.
- Events of 60-120 will require 2 bartenders.
- Events of 120 people up to our maximum capacity of 150 people are required to book bar staffing through Ottawa Mobile Bar exclusively.
- The avg. total cost per bartender with 1.5 hours accounted for bar stocking and setup + 0.5 hours for cleanup following last call is \$250/staff, with an avg. bar opening by 4:30 and last call at 11:30 PM. The total amount you would owe in bar wages respective to your guest count and time the bar will be open for would be paid for on your final invoice if booking freelance staff through the venue, 30 days prior to your wedding.
- Your decision to simply work with freelance bartenders of the venue's choosing, or Ottawa Mobile Bartending must be made no later than 12 months before your wedding day.

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Bar and Beverage Service - Included Amenities

Regardless of which bar staffing option you choose for your wedding night, your venue supplies the following items at no additional charge:

- unlimited ice
- compostable plastic bar glasses
- cocktail napkins and straws
- management, restocking and clean up of a coffee and tea station for you and your guests to enjoy:
 - unlimited Keurig dark, medium and light roast blends
 - decaf
 - hot chocolate
 - black tea, chai tea, and various other herbals such as peppermint, green, chamomile etc.
 - All of the related amenities required:
 - porcelain mugs, teaspoons, sugar, milk, cream.





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Preferred DJ's

- *Bleeks and Bergamot is moving to work with an EXCLUSIVE short list of preferred DJ's, to best suit our couples and their wedding day sound and AV needs.*
- *As such, ALL of our 2024 clients are required to book one of the following 5 DJS for their big day, for at minimum 8 pm till the end of the night.*
- **Mobile Music Services**
 - John Greenwood
 - aka DJ Grimm
 - 613-720-9420
 - Facebook: mobilemusicservices
 - Instagram: mobilemusicservices
 - <http://www.mobilemusic.ca>
- **Pulse Entertainment**
 - Mark Layne
 - www.pulse-entertainment.ca
- **First Quality Sound**
 - Derek Woolverton
 - djspanky@rogers.com
 - 613-795-4445
 - <http://www.firstqualitysound.com>
- **Capital Events and Entertainment Services**
 - Johnny Mac
 - johnnymac800@hotmail.com
- **Oxygen Entertainment**
 - DJ Ray Ray
 - Instagram: rayray_oxygen_entertainment
 - <http://oxygenentertainment.ca>



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DJ's Continued

- Your selected DJS role often begins with cuing ceremony music, playing cocktail and dinner music, along with evening reception sound.
- Alternatively, Bleeks and Bergamot also permits couples to choose ANY live music provider of their choice for their ceremony, cocktail time and dinner time, with your DJ only being required to begin playing at 8 pm.
 - We do permit couples to use our AV equipment personally during their dinner + cocktail time, should they only wish to have live music for their ceremony, with their DJ arriving for the "party" to follow at 8 pm for example. Our speakers are very easy to operate, and you can simply have a playlist running of your choosing via Bluetooth throughout your dinner. We also have two wireless mics, for both reception buildings + outdoors. These are great for speeches, ceremony should your officiant wish, etc.
- *Due to issues controlling the noise level inside and out at the venue from 8 pm till 12 am, we do not permit couples in 2024 to play their own playlist after 8 pm, and again one of the above DJs are required to be on site at a minimum from 8 pm till 12:30 am departure*
- Due to issues with certain other DJS playing music in extreme excess volume than the norm at a wedding, we do not permit any of our couples to bring in any other DJ than the above mentioned 5 companies, at any point during their event in 2024.
- If you have any questions whatsoever regarding these above policies, please do not hesitate to contact Bailey, Bleek's owner, personally.
- *ALL music levels are to be controlled by the above DJS during your reception time, who all know how to create a wonderful party experience for you and your guests*
- *All above DJS are permitted to play loud party/dance music till 12 am, with sound winding down to background/conversation noise levels between 12 and 12:30 am, as they pack up their gear and head out shortly after yourselves and your final guests have departed by 12:30 am.*



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Sound System @ Bleeks and Bergamot

- Bleeks and Bergamot Provides the following audio equipment for DJs to use at any point during your wedding, with the option to have our couples use this equipment personally, only during cocktail time, and in the dinner building during your meal + for speeches should you wish (only if you have live music for your ceremony at minimum, with one of our preferred DJs arriving for music after 8 pm)
- Amercain DJ Bluetooth Rack Mixer
- Behringer EQ2000 Amp (indoor speakers)
- Behringer Inuke 1000 Amp (outdoor speakers)
- Shure Wireless Mics + Receivers (up to 100 foot range each)
- EV SX200 Speakers, 12 inch, Indoors x 2 in party area, + 1 in dining building
- EV ZA90 Speakers, 10 inch, Outdoors x 2 (mounted to cocktail/reception hall eaves for ceremony, cocktail and evening reception sound)



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General Policies

The staff of Bleeks and Bergamot looks forward to working with you to make your event worry and stress-free. Please review all of our policies prior to booking your event with us, and feel free to ask any and all questions you may have!

- **All events are based on guest day of access to the main venue property as early as 3 pm, till 12:30 am full departure at the very latest (first look photography at the riverside is permitted anytime after 1 pm on event day, and reception only events are permitted to have guests arriving starting at 4:30 pm).**
- **All service providers such as florists, decor team, caterer, dj etc. do have access to property from 10 am onwards, for set up on event day**
- Last call at our main bar will be at 11:30 pm, unless otherwise enforced by public health or by-law due to the pandemic. The bar closes at midnight, with all guests off site by 12:30 am.
- **All personal equipment/items + leftover alcohol and other beverages supplied by the couple must be removed by NOON on the day after your event, at the latest**
- All guests and vendors are required to adhere to posted 'Venue Boundary' and 'Private Area' signage.
- Children must be supervised at all times.
- Up to 2 pets are permitted on the property for your event, provided they are well behaved and leashed when required to ensure they do not wander away, or frighten any of the guests/staff.
- Smoking is permitted in designated and marked areas outside only.
- No loitering or drinking of any kind is permitted outside of the reception buildings, and 5 000 square foot courtyard. Please keep your guests from lingering out in the parking lot, or throughout the other gardens/grounds surrounding the farmhouse once photo taking has ended
- **Overnight parking is permitted as long as vehicles are picked up by NOON the day following your event.**
- Open fires, BBQs, sparklers, pyrotechnics, fireworks and torches are only allowed at the discretion of Bleeks and Bergamot staff, and will be managed in house.
- The use of fireplaces and fire pits will be arranged for prior to event and will be set-up and controlled by Bleeks and Bergamot staff members only, for everyone's convenience!
- Bubbles and sparklers for photo purposes or send-offs are permitted.
- **Birdseed, rice, confetti of any kind, and artificial flowers are not allowed for send-offs due to the mess and environmental impacts of some products on the market these days. Real flower petals can be used and thrown as desired during ceremonies!**
- All music must be kept at a reasonable level. Volume control will be at the discretion of Bleeks and Bergamot Event liaison, particularly after 10 pm as we will always want to be courteous to our community and neighbors.
- No self-service of alcohol is permitted at any time, other than wine at the dining tables.



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General Policies

- All candles must be fully contained to dining tables only, and will be blown out by our staff at the end of the evening. LED/battery candles are preferred, but open flames are permitted if enclosed in a hurricane or other holder
- No stapling, tacking or affixing any material to any walls, posts, doors or trees.
- No overnight lodging is permitted at Bleeks and Bergamot
- All deliveries of any kind from your vendors must be arranged and coordinated through Bleeks and Bergamot before, to ensure no property is lost, damaged or stolen.
- All vendors, i.e.; décor teams, dj, florists etc., are to clean up their items/service ware by 10 am on the day following your event (or at the end of your event evening), or couple can incur additional late fees amounting to \$500, for Bleeks and Bergamot staffing costs to pack up and clean up these items. Arrangements can most definitely be made between your vendors and the venue to store products in our storage room for Monday pickups from rental company's, if this helps. Please ensure your vendors reach out to us to make these arrangements a month before your wedding!
- Bleeks and Bergamot requires payment of a mandatory \$500 security deposit on a credit card, two weeks before your wedding date, that will be refunded to the couple once inspection of our space is complete the morning following your wedding. This deposit will cover any damage to our property or furniture (should there be any), or will cover negligence or lack of removal of your personal items the morning following your event by yourselves and/or your other vendors. We have never experienced any such problems, and simply hope to keep it that way!
- Bleeks and Bergamot staff sanitize bathrooms and furniture, sweep and vacuum floors and all necessary outdoor surfaces before and after your event. We do not expect the couple or any member of their family to do any of this. We do expect ALL personal belongings and décor to be off site by NOON on the day following your event, along with all of your remaining beverages and leftover foods from the walk in fridge. Bleeks and Bergamot staff will handle putting all of the couples + vendors personal belongings, decor items etc. in our storage room at the end of the night, so you do not need to do anything but come and pick it all up the next day!
- Note: These above policies are subject to update at the discretion of Bleeks and Bergamot, if required by by-law, or by government officials, specifically for reasons pertaining to the pandemic.



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Contract

This contract is for an event held at Bleeks and Bergamot wedding venue, located at 8230 Bleeks Road, Ottawa Ontario, for the

(event name) _____

of (please print) _____ and _____,

on the date of _____.

Both primary hosting members, listed above, consent to having read and reviewed all items and spaces for their **exclusive** use on their aforementioned event date at Bleeks and Bergamot.

Please both initial here: _____

Both primary hosting members, listed above, consent to having read and reviewed all policies at Bleeks and Bergamot, and ensure these will be followed by themselves and their full party on their event day.

Please both write name and sign below.

Name + Signature: _____

Name + Signature: _____

A full invoice approval, with payment schedule, and initial deposit, will be the final requirements to reserve your date. We will send this to you electronically once we have received this signed document and you have reviewed all paperwork attached.



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Bleeks and Bergamot's set rental pricing for 2024 is not subject to increase, for any reason.

Couples will have the choice to:

- book a Friday for \$4,500 + HST, if their event will never exceed 48 guests plus themselves (vendors do not count in this total number)
- book a Friday for \$5,750 + HST for events from 50-150 people (vendors do not count in this total number)
- book a Saturday for \$6,750 + HST for events up to 150 people (vendors do not count in this total number)
- book a "HYBRID" event as described above for \$ 5, 250 + HST for a Friday or \$ 6,250 + HST for a Saturday. Decision on hybrid structure does not need to be made until about 90 days before your wedding date.
- book a reception only Friday or Saturday for \$5,250 + HST or \$6,250 + HST respectively. Reception only decision does not need to be made until about 90 days before your wedding date. (i.e.; ceremony to be held at a church etc.)

This pricing includes all of our venue amenities + full day EXCLUSIVE access to our property.

Standard payment schedule at Bleeks and Bergamot is:

- \$1,500 + HST deposit upon reserving a date
- \$2,500 + HST due one year before your wedding
- All balances respective to your date and guest count due 30 days before your wedding.

Custom payment plans are available upon request, so please do not hesitate to ask if we can make an alternate arrangement to suit your budget better!

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RURAL RECEPTIONS

- Should, for any reason mandated by the government, couples be forced to reduce their guest count to 50 people or less and they wished to proceed with their event in 2024, couples would be subject to our \$4,500 + HST intimate rental fee for Fridays in 2024, and \$6,000 + HST only for Saturdays in 2024.
- Should government pandemic policy not permit gatherings of 50 people at our venue for both ceremonies and receptions, you would only be subject to our 2024 pricing if you postponed to 2025,
- If gatherings of 50 people or greater are still an option for you in 2024 for both ceremony and reception, but you choose to postpone (for example if there is a government mandated capacity limit of say 100 people at our venue but you really wanted your full 130 people) you would be subject to our 2025 pricing (an estimated 10% inflation in pricing due to some big projects and plans for our 2025 season).
- We make ZERO guarantees that we can offer a premium date in the following calendar year if you were to postpone, but we of course will do our best!
- **POSTPONEMENT DECISIONS FOR GOV. RELATED POLICIES ABOVE TO APPLY CAN ONLY BE MADE BETWEEN 30 AND 120 DAYS BEFORE YOUR PLANNED WEDDING DATE. OTHERWISE, 2025 PRICING IS TO APPLY.**
- All other postponements for personal/other reasons may be made at the couples discretion up until 30 days before their planned event date, but again 2025 pricing will apply for your new date, and we make zero guarantees on a premium Friday or Saturday date available in the following year!

Owners Signature on all above policies:

Bailey Mowat

Please both sign here that you acknowledge the above policies:

Please provide us with your current estimated (fully adjustable) guest count:



Bleeks & Bergamot

RURAL RECEPTIONS

Photography Waiver

This consent form is to allow Bleeks and Bergamot to use select photos from your event for advertising or marketing purposes via our social media, marketing materials or website. We will use this photography sparingly.

If, however, we feel you have a wonderful wedding gallery that your photographer has shared with us, we will reach out to you for further consent before adding your event gallery to our website in full.

Please both write name and sign below.

Name + Signature: _____

Name + Signature: _____

Bleeks & Bergamot

RURAL RECEPTIONS

Deposit Waiver

This form is to acknowledge that your \$1,500.00 + HST deposit with Bleeks and Bergamot for your 2024 wedding date IS NOT REFUNDABLE after booking.

After an in person tour of the property, if you wish to reserve a date you are required to sign our contract pages here, as well as remit your deposit. This deposit is not refundable after that time.

Planned Event Date: _____

Name + Signature acknowledging all above policies: _____

Name + Signature acknowledging all above policies: _____

Bleeks & Bergamot

RURAL RECEPTIONS

Payment Structure & Financial Policies

- Your deposit secures a SPECIFIC date for 2024, and this date arrangement cannot be changed to an alternate, unless we still have openings in 2024 at the time of requesting this change, of course. In the event of this, we would be happy to make a reasonable date change up until 9 months before your event, if we can.
- [This deposit is transferable to 2025 in the event you need to postpone for any personal reasons, however you as the couple would be subject to our 2025 pricing structure and availability at the time of postponement.](#)
- Please see our pandemic policies above for postponements due to government restrictions.
- Your planned 2024 date will never be given away to an alternate couple for ANY reason, including trying to accommodate any potentially postponed events in 2022-23.
- **If for any personal reason you had to cancel your wedding with us, your \$ 1,500 + HST deposit is not refundable.**
 - [Other amounts you may have paid towards your wedding at the time of cancellation would be refundable in the event we can find another couple to take over your date. This is very reasonable up until about 9 months before your wedding date, but after this time, it is not likely we would be able to secure someone else, or then refund any amounts paid if that is the case. If for any reason you are wishing to cancel your wedding, please give at minimum 9 months notice so as we can do our best to refund all but your initial deposit! We always have a waitlist.](#)

You as the couple agree to remit payments based on the following pricing structure:

- **\$1, 500 + HST due upon reserving a date**
- **\$2,500 + HST due 1 year before your wedding date.**
- **Remaining balances due 30 days before your wedding date.**

Invoices will be billed to you electronically 30 days before they are due. Payments can be made prior to or on this due date, via EMT.

Invoices that are past due can result in loss of use of our venue for your wedding day, so please discuss with us before this occurs if you would like to make a payment plan to fit your budget better!

Name + Signature acknowledging all above policies: _____

Name + Signature acknowledging all above policies: _____