



**Tavern and Chapel  
Rules and Policies Agreement**

[www.TavernAndChapel.com](http://www.TavernAndChapel.com)

5123 S. Ridgewood Avenue

Port Orange, FL 32127

386.763.2285

1. No holes are to be made in the ceiling, walls, floor or furniture (no nails, staples, or tacks).
2. Chapel in the Garden is a non-smoking facility.
3. Misconduct or drunkenness will not be permitted and such actions shall be subject to police action.
4. Lessee is responsible for the actions of all guest.
5. Children must be supervised by their parents or other designated adult. One adult supervisor is required for every three children on the premises.
6. Nothing except what lessee brought to the rental premises shall be removed from the premises.
7. All decorations and other personal property brought on the rental premises must be removed immediately following the conclusion of the event. Chapel in the Garden will not be responsible for any items left after a function. Any items left will be disposed of during the cleaning process.
8. If you or your wedding party or guests are leaving the Chapel at anytime we ask that you take your personal belongings with you as we cannot be responsible for items left unattended. (Cameras, purses, clothing, cosmetics, etc.)
9. Any damage or breakage shall be the responsibility of lessee.
10. Pets are not allowed on the premises.
11. No food or beverages are allowed in the Chapel.
12. If you are using live greenery such as ferns that shed, to decorate inside the Chapel or the Cottage there will be an additional clean-up fee.
13. Birdseed, real flower petals, confetti, and rice are not allowed in the Chapel or on the grounds. Bubbles must be kept outside the building.
14. Candles are permitted in the Chapel but must be provided by the lessee and all flames must be enclosed within glass. Any stands or flowers for the candles will also be provided by the lessee.
15. "Runners down the Aisle" are not permitted in the Chapel. They seldom roll well or straightly, they pop as heels go through them and they slide on carpet.
16. Please ask your guest to refrain from bringing cell phones and beepers to the ceremony. If they must carry them please ask that the power be turned off during the ceremony or they be set to vibrate.

## **Property, Grounds and Garden Rules and Policies**

1. No trash or cigarette butts are to be left on the grounds. Trash receptacles and butt containers are provided. (If we have to pick up cigarette butts an extra fee will be deducted from your damage deposit)
2. Misconduct or drunkenness will not be permitted and such actions shall be subject to police action.
3. Lessee is responsible for the actions of all guests.
4. Children must be supervised by their parents or other designated adults. One adult supervisor is required for every three children on the premises.
5. Nothing except what lessee brought to the rental premises shall be removed from the premises.
6. All decorations and other personal property brought on the rental premises must be removed immediately following the conclusion of the event. Chapel in the Garden will not be responsible for any items left after a function. Any items left will be disposed of during the cleaning process.
7. Any damage or breakage shall be the responsibility of lessee.
8. Pets are not allowed on the premises.
9. Birdseed, real flower petals, confetti and rice are not allowed on the grounds. Bubbles, balloon, butterfly and dove release may be done outside the Chapel.
10. Absolutely nothing is to be thrown or dropped in the ponds.
11. No one is to stand in the flowerbeds. Please keep on the walkways. Please make your guests and your vendors such as photographers aware of this.
12. All guest must remain in the garden area please do not go beyond the signs marked private residence.
13. All vehicles must remain in the parking areas we do not allow any driving and or parking on our lawns, walkways, etc.
14. Any music must remain at an respectable level as we are still in a residential area. If the music is too loud, the musician or disc jockey will be asked to turn it down.

## Tavern in the Garden Policy and Rules

1. No holes are to be made in the ceiling, walls, floor, furniture or deck. Please initial \_\_\_\_\_
2. Tavern in the Garden is a non-smoking facility. Smoking is permitted outside only, urns are provided for the disposal of cigar and cigarette butts.
3. Misconduct, drunkenness or the use of drugs is not permitted and such actions shall be subject to police action. Renter is responsible for the actions of all guests. Please initial \_\_\_\_\_
4. A responsible adult must supervise children at all times.
5. Nothing except what renter brought to the rental premises shall be removed from the premises.
6. All decorations and other personal property brought on the rental premises must be removed by the closing time stated on the lease. This will mean the lessee should begin to gather and remove their possessions about one hour before the closing time. The Tavern in the Garden will not be responsible for any items left after a function. Any items left will be disposed of during the cleaning process. Please initial \_\_\_\_\_
7. Any damage or breakage shall be the responsibility of the renter.
8. No bottles or glasses are to be brought out onto the dance floor while event is in progress. Please initial \_\_\_\_\_
9. Pets are not allowed on the premises with the exception of Seeing Eye dogs.
10. Caterers or food preparers must leave the kitchen clean. It is the responsibility of renter to make sure kitchen is left clean.
11. If the lessee is taking any food that is leftover from the event arrangements need to be made with the caterer prior to the scheduled function.
12. Tavern in the Garden is the only authority licensed by the State of Florida to sell and serve alcohol on the premises. Please initial \_\_\_\_\_
13. Candles may be used on tables and must be enclosed in glass. Oil lamps or floating oil wicks are not allowed.
14. No rice or birdseed may be thrown. Bubbles may be used outside.
15. In order to comply with the City of Port Orange noise ordinance the music has to be shut down at 10:00 p.m. Please initial \_\_\_\_\_
16. All guests, contractors, vendors or other invitees must vacate the property and leave the same in good clean condition no later than \_\_\_\_\_. Please initial \_\_\_\_\_
17. Unless the lessee has paid for additional time in the Gardens there is to be no one allowed in the Gardens past the contracted time.
18. The renter will be allowed one hour to set up for their function, they will need to schedule that hour with the management staff here at Tavern in the Garden. Set up might include decorating, center pieces, guest book, and favors. Please initial \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_  
Renter's signature