



Dawn Farm Community Barn Guidelines

Community Barn Rental Rates

	Rental Rates
Monday-Thursday (5 hours)	\$200
Monday-Thursday (10 hours)	\$350
Additional Hours	\$45/hr
Friday (10 hours)	\$450
Saturday (10 hours)	\$550
Sunday (10 hours)	\$500
Additional Hours	\$85/hr
Audio/Visual Equipment	\$150 for a full day, \$75 for half

Rates for recovery groups, Dawn Farm alumni, and non-profits are negotiable.

The rate includes the time period, use of designated grounds, initial set-up, and the presence of a staff member during the setup and take down of the event. There is an additional \$200 security deposit due one month prior to the event.

Community Barn Policies and Regulations

Renting the Community Barn

Reservations can be scheduled up to 12 months in advance. The rental fee, due at the time of reservation, includes 10 hours of facility use, table and chair setup, use of designated grounds. For all events, guests must leave by 12:00 AM and clean-up must finish by 1:00 AM.

Cancellation

In the event of a cancellation, notification must be given in person or in writing. Cancellations must be made two (2) months in advance of the rental date, with a 50% refund of the rental fee. Cancellations made after two (2) months of the rental date are non-refundable.

Capacity

The maximum capacity for guests seated is 140 auditorium style, and 144 with banquet tables. The recommended capacity including a dance floor is 120.

Damage Deposit

A \$200 damage and cleaning deposit is due one month prior to the event date. Full or partial deposits will be returned in a timely manner following inspection of the facility. Renter is responsible for any damage to the Dawn Farm Community Barn caused by the rental party, including the rental party's employees, representatives, agents, and their guests. The deposit will be applied to any damage incurred. Any amount due in excess of the deposit will be due immediately to Dawn Farm.

Rental Goods Delivery and Pick-up

Rental goods must be dropped off during the rental time period. Pick-up of goods after the conclusion of the rental period will need to be scheduled in advance to avoid scheduling conflicts. Arrangements outside the rental period may incur an additional rental fee.

Parking

Parking for events at the community barn may be restricted to accommodate normal business operations at Dawn Farm. Dawn Farm staff will identify appropriate parking areas when the Community Barn is reserved. The staff person will be able to assist with any parking questions during the event.

Designated Grounds

Rent of the Community Barn includes access to the grounds on the south side of the driveway, and on the smoke path. Because Dawn Farm is a working treatment center, all other areas of Dawn Farm are off-limits to the rental party and their guests. Special arrangements can be considered if requested at the time of the rental agreement.

Tables and Chairs

The Community Barn includes eight 8' rectangular and eight 4' rectangular tables, and 120 chairs. The initial setup of these tables and chairs will be completed by Dawn Farm according to the floor plan specified in the rental agreement. The floor plan is required two weeks in advance of the event. The rental party is welcome to make any changes to the setup during the event. Any additional tables and chairs must be rented by the rental party. Please be aware that Dawn Farm does not provide any table coverings.

Trash Disposal

The rental party is responsible for disposing of any trash in the dumpster at the east end of the parking lot. This includes any trash on the grounds outside of the Barn. Dawn Farm will provide trash bags and receptacles.

Smoking

The Community Barn is a non-smoking facility. Smoking is permitted only on the smoke path to the east of the driveway. The rental party is responsible for cleanup of any smoking materials. Smoking inside the Community Barn may result in immediate termination of the rental contract without refund.

Alcohol and Other Drugs

Dawn Farm is a treatment center, and no alcohol or other drugs are permitted on the property. The presence of alcohol or other drugs by the rental party or its guests will result in immediate expulsion of the individual responsible, and may result in termination of the rental contract without refund.

Animals

No animals are permitted inside the Community Barn unless they are leader or guide dogs. Please be aware that farm animals may be on the grounds. Mistreatment of any animals, including feeding inappropriate substances to them, will result in the immediate expulsion of the offender.

Noise, Including Disc Jockey and Bands

Music and other noise are permissible only at a reasonable volume that does not interfere with normal Dawn Farm operations. Dawn Farm staff will assist in setting a reasonable volume for sound. DJs and bands must introduce themselves to Dawn Farm staff and comply with any directions given by Dawn Farm staff. All entertainment must end by 12:00 AM. DJs and Bands should be advised of the rental time and that they should allow appropriate time to break down their equipment. If the DJ or band stays past the contracted rental time, the additional hourly rate may apply.

Decorations

No staples, tacks, nails, or tape may be used to affix decorations. Non-adhesive putty that does not damage paint or walls may be used. Additional lighting may be used so long as they may be plugged into existing outlets. No alteration of the fuse box or electrical system for additional lighting or any other purpose is permitted. Use of candles may be restricted to ensure safety of the facility and guests. Any decorations must be removed by the rental party before the end of the contracted rental period.

Rice and Confetti

Rice and confetti are not permitted at the Community Barn. Bird seed may be thrown outside the building only.