

The Barns at Wesleyan Hills  
Long Hill Road, Middletown, CT 06457  
860-347-7171    www.pavilioncatering.com

### **Little Barn Residents Rental Agreement and Facility Rules**

1. The Little Barn may be rented by Residents of the Wesleyan Hills Association only. Residents may not sponsor non-residents. Proof of residency is required at the time of booking.
2. Access to the Little Barn is limited to the rental date only, regardless of when the key is picked up. Events may start as early as 9:00 a.m. and the Little Barn must be vacated and locked no later than 11:00 p.m. on the date of the rental.
3. The Little Barn may be rented no more than 30 days in advance of the event date.
4. The Little Barn may not be rented on a date that the Big Barn is rented. There is only one event on the property per day.
5. Dates are not considered booked until the rental fee, and this signed agreement have been received at the offices of Pavilion Catering, 430 Highland Avenue, Middletown, CT 06457. Dates are never placed "on hold". Please call to schedule an appointment to book the Little Barn at (860) 347-7171.
6. Rental fee is \$25.00 (\$26.59 with 6.35% CT Sales tax). Payment is by cash or check payable to Pavilion Catering only. Credit cards are not accepted.
7. A \$100.00 cash only key deposit is required to pick up the key for the Little Barn. Keys may be picked up not more than 24 hours in advance of the rental date at the offices of Pavilion Catering, 430 Highland Avenue, Middletown, CT. Please call 860-347-7171 or email [mail@pavilioncatering.com](mailto:mail@pavilioncatering.com) to schedule an appointment. Key deposit is refunded when the key is returned. Keys must be returned on first business day after the event.
8. The Little Barn comes equipped with four, 6 foot tables, four, 8 foot tables, and 50 chairs. A kitchen area that includes a fridge and sink, and bathrooms are also provided. The Little Barn is heated and air conditioned.
9. Balloons, candles and tents are prohibited at the Little Barn.
10. The Wesleyan Hills Association and Pavilion Catering are not responsible for any equipment that you may rent. Arrangements for delivery and pick up are your responsibility. All rental equipment must be removed immediately after the event.
11. The Wesleyan Hills Association and Pavilion Catering are not responsible for any alcoholic beverages you may serve. Should you serve alcoholic beverages, you agree to follow all Connecticut Laws in regard to such service; including but not limited to, not serving underage or intoxicated persons.
12. Musical entertainment must be kept indoors and the volume of that entertainment must be kept at a reasonable level.

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Little Barn Renter Agreement

Rental Date: \_\_\_\_\_ Proof of Residency: \_\_\_\_\_

Time of event: \_\_\_\_\_

Renter Name: \_\_\_\_\_

Renter Address: \_\_\_\_\_

Renter Phone(s): Home: \_\_\_\_\_

Work: \_\_\_\_\_

Cell: \_\_\_\_\_

Renter Email: \_\_\_\_\_

Payment Method: \_\_\_\_\_

I agree to all of the rules and procedures as listed on the reverse side of this document for the rental of the Little Barn.

Renters Signature: \_\_\_\_\_

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