

Hilltop ranch



## **Hilltop Carriage Event Service Contract**

**500 W. Main Street**  
**Robins, Iowa 52328**  
[hilltop.3@live.com](mailto:hilltop.3@live.com)  
[www.hilltop-ranch.net](http://www.hilltop-ranch.net)

Thank you for choosing to ride with Hilltop Carriage Rides, horse-drawn carriage service. We are very excited to facilitate your needs. Please take the time to fill out the following contract to the best of your ability. If you need more space, please attach an additional sheet to this contract and send it to the above business or e-mail address.

In order for the contract to be valid, a \$100 non-refundable deposit must be received within 2 weeks after the contract has been signed. We will send you a confirmation of your reservation after receiving the deposit. Any changes to the date, time, or location of the event after receiving the confirmation letter must be submitted to us for approval. Please no change in location or time within 48 hours of the event. Balance must be paid 2 weeks prior to the event date.

### **Client Information**

Client Name:

Address:

City:                      State:      Zip:

Phone Numbers: (h)              (c)              Can you receive text?

E-mail Address:

### **Event Information**

Name of Bride & Groom (Weddings only):

Event Date & time:              Type of Event:

Colors of Event:    (Please send us an example of your colors)

Pick-up Address:                      City:

Contact Information for Pick-up Venue:

Destination Address:

City:

Contact Information for Destination Venue:

What time do you need the carriage to be ready?

Length of time that the carriage will be needed:

Special Requests:

Price Quoted: Deposit is \$100 (non-refundable) to hold the date for your event. Deposit is due within 2 weeks of signing this contract.

Balance Due: Balance is due 2 weeks prior to the event date.

Payment Method (circle one): Cash Check Money order

How did you hear about us?

### Terms and Conditions

- We provide services under most weather conditions (rain, wind, snow, heat), however, if conditions are too severe and considered unsafe (heavy rain, lightning, etc.), Hilltop Carriage reserves the right to cancel this contract. In the event of a cancellation due to unsafe conditions or weather, a refund of the balance will be issued up to the deposit or the service can be rescheduled to a different day.
- Rain policy: We monitor the weather forecast prior to an event and we suggest that you do as well. If the chance of rain is 40% or more, we suggest that you have a back-up plan in place. This is in case the weather is too severe to provide an enjoyable and safe ride. We will operate in light rain. We will travel to the pick-up location on the day of the event and monitor the weather a few hours prior to the carriage's start time. If conditions are not safe, we will contact you via the phone number you have provided. In the event we cannot reach you by phone, we will try to notify you through your venue.
- Hills, mileage, and unsafe road conditions must be agreed upon before acceptance.
- Changes in schedule must be given to Hilltop Carriages 48 hours prior to the event and must be in writing and agreed upon.
- If you need to cancel, please do so at least 24 hours prior to your event. A full refund will be issued except the deposit, which is non-refundable. Direct contact will need to be made if you plan on canceling. You must sign a cancellation to the contract prior to refunding your money.
- A 15 minute grace period is allotted for both parties, for any unseen purposes.
- Hilltop Carriages reserves the right to cancel service due to circumstances beyond our control (problems with equipment, horse illness, etc.). In the event this would occur, a full refund will be given to the client within 30 days.
- Client gives permission to use any photographs taken to be used for marketing purposes.
- A \$100 non-refundable deposit is due within 14 days of signing this contract to hold the date you need for your event. The balance is due 14 days prior to the event. Additional time used for the event can either be paid at the time of the event or Hilltop Carriages will bill with 10 days of the event. Payment is due upon receipt. An additional 10% will be added if payment is not received within 3 weeks of the event.
- To ensure safety for our horse(s), please no birdseed shall be thrown around the carriage. No use of firecrackers or sparklers are permitted when the carriage is present.
- Passengers must remain seated while the carriage is in motion. Children under the age of 12 years must be accompanied by an adult and have parent's permission to ride in the carriage.
- Hilltop Carriage Employees reserves the right to deny rides to any person(s) exhibiting objectionable actions due to alcohol or other means for safety of the driver, riders, and horse.

**I have read and agree to all the term listed on the contract. I understand that Hilltop Carriages is not responsible for any negligence on the part of the person(s) riding in the carriage or person(s) attending, viewing the event, inclusive of hired vendors servicing the event.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Printed name:** \_\_\_\_\_