



# Memories *at the* Depot

## **Policies for Individual Contract:**

The following terms and conditions must be agreed upon by all persons that are guests at Memories at the Depot.

All correspondence regarding Memories at the Depot should be directed to:

Memories at the Depot

Attention: Tracy Jones

314 W Grove Rd

Hudson, WI 54016

651-755-6330

[Tjones@memoriesatthedepot.com](mailto:Tjones@memoriesatthedepot.com)

Reservations are required to stay at Memories at the Depot.

## Rental Premises

Memories at the Depot

145 Main Street

Woodville, WI 54028

- ❖ A \$50 deposit is required to reserve your spot at Memories at the Depot for a crafting retreat
- ❖ All balances are due within 30 days of initial deposit, or 2 weeks prior to rental date whichever comes first. If the balance is not received within these deadlines, your reservation may be cancelled and the deposit forfeited.
- ❖ Payments in full cannot be refunded but may be applied to a future retreat date.
- ❖ Cancellations with less than 60 days notice will forfeit your deposit unless a replacement group can be found. If a replacement group is found your

- deposit will be applied to a future retreat.
- ❖ Weekends when there is not a host is \$129 per person per weekend (Friday night pizza and continental breakfast for Saturday and Sunday.)
  - ❖ All prices shown are before taxes, local and state tax will be applied to the total of your stay
  - ❖ Your reservation is considered a contract that you have read and agreed to, all of the terms and conditions set forth by Memories at the Depot
  - ❖ You will receive a confirmation letter or email after final payment has been received, if it becomes necessary for you to cancel your reservation, notify us immediately via email: [tjones@memoriesatthedepot.com](mailto:tjones@memoriesatthedepot.com) or by phone 651-755-6330.

## Memories at the Depot

### Terms and conditions:

- ❖ Memories at the Depot expects its guest to treat the property and surroundings at the retreat with respect.
- ❖ Any damage outside normal wear and tear will be the sole responsibility of the renter and guests.
- ❖ No outside guests allowed, unless you have prior permission.
- ❖ No smoking in the building; smokers may use the outside porch as long as they extinguish waste in the designated receptacle. Please do not throw cigarette butts into the yard or surrounding property.
- ❖ No pets allowed.
- ❖ Illegal substances, illegal activities, or unruly behavior are not allowed and are grounds for immediate eviction.
- ❖ Guests will help maintain the condition of the rooms, ie: pick up trash, put dirty dishes in dishwasher, and in general clean up after themselves
- ❖ Guest agree to treat tools supplied by Memory at the Depot with respect. Please look through your work area for any tools you may have borrowed and return it to its original spot.

I agree to these terms and conditions and will forfeit my stay without refund if any of these terms and conditions are not met.

Signature

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Printed

Name \_\_\_\_\_ Date \_\_\_\_\_

