

ellis barn | weddings

Springfield Oaks County Park ● 12451 Andersonville Road, Box A ● Davisburg, MI 48350
EllisBarn@oakgov.com ● 248-303-7736



1. 2019 RATES

Rental fee of \$4,500 includes:

- Access to the site on Friday (Noon-midnight/12 a.m.) for set-up/rehearsal
- Access all day Saturday (8 a.m.-midnight)
- Access to the site Sunday (8 a.m.-noon) for clean-up, brunch
- Note: Friday weddings can be accommodated where there is availability; the rate is the same.
- The \$500 security deposit, which is in addition to the \$4,500 rental rate, will be returned within 30 days post event assuming there is no damage to the barn or property during the rental period.
- Both rental fee and security deposit are due at time of rental – no holds.
- Events can run until 11 p.m. Everyone **must** be off-site by midnight. Music and alcohol service **must** be discontinued by 11 p.m.
- Restroom Trailer and Handicap Accessible Portable Restroom

2. CAPACITY

The Ellis Barn has two levels with an interior stairwell connecting them. There is space for a dance floor and bar area. A vertical lift provides access between floors for those with limited mobility. The lift is for people needing assistance only and is not to be used for transporting materials/supplies/etc. between levels. The second floor can be accessed from the exterior by steep ramps; individuals in wheelchairs will need additional assistance in using them.

- Lower level Reception using round tables; maximum capacity 150
- Lower level Reception using rectangle tables; maximum capacity 130
- Lower level Ceremony using chairs; maximum capacity 284
- Upper level Reception using round or rectangle tables; maximum capacity 240
- Upper Level Ceremony using chairs; maximum capacity 350

The doors to the barn's lower level **must** remain open before, during and after your event. Doors on the upper level may be closed during inclement weather; egress is possible through designated access doors.

3. FOOD

Food cannot be cooked inside the barn. Food served inside the barn needs to be brought in hot from a catering vehicle (family-style or plated meals are recommended). Food may be cooked/heated outside under a tent and carried (i.e. a buffet) back into the barn. The cooking/heating of the food outside **MUST** be a minimum of 100 feet away from the nearest point of the barn.

No heating elements are allowed in the barn except the Magnetic Induction Buffet Warmer, unit #1AIW110V. These may be used to keep food warm. There are three units available to rent. If you prefer not to use these warmers, food must be brought in hot from a catering vehicle. There is no preferred caterer list at this time – renters may choose any caterer.

4. INSURANCE

A special event policy (naming the County of Oakland as additional insured) held by the renter is required to rent the barn. Oakland County is self-insured; therefore renters are not covered by Oakland County Parks and Recreation insurance. A \$1,000,000 per occurrence/\$2,000,000 general aggregate Special Event General Liability policy will be required. If alcohol will be served, Host Liquor Liability coverage (\$1,000,000) must also be included.

Certificates of Insurance (with County of Oakland named as additional insured per the rental agreement) is required for the catering company and any vendors that set up on the grounds surrounding the Ellis Barn. Oakland County Parks recommends that all other vendors (DJ, party rentals, photographer, florist, etc.) have Certificates of Insurance, but proof is not required by the County of Oakland.

5. ACCESSIBILITY

New this year: Ellis Barn Vertical Lift – Two-person vertical lift from lower level to upper level. In keeping with the historical significance of the barn, the lift is located on the east side of the barn within the granary. This lift can accommodate one wheelchair with occupant and one additional person, as needed. The lift is for people needing assistance only; no material goods allowed. The lower level is accessible via a ramp near the paved parking spaces adjacent to the barn. The second floor can be accessed from the exterior by steep ramps; individuals in wheelchairs will need additional assistance in using them.

6. RESTROOMS

Included in the rental fee are a restroom trailer and a handicap accessible portable restroom that are located next to the barn. The restroom trailer is heated and air conditioned and has running water (sinks/faucets) including five restroom stalls in the women's side, and two stalls and two urinals in the men's side. There are no electrical outlets in the restroom trailer.

There is an accessible facility located approximately 500 feet from the barn. Staff are available to escort guests to this restroom via golf cart. Please note that Springfield Oaks County Park is a multi-use park and there may be other park patrons utilizing this common area.

7. PARKING

There is parking for more than 200 vehicles at the barn. There are paved, accessible spaces immediately adjacent to the barn.

8. CAMPING

Camping is available for your wedding party and special guests. Make reservations at time of booking. Individuals need to call 248-599-2708 and pay for individual campsites no later than one month prior to the wedding date.

9. PREPARATION/STAGING AREAS

There are areas within the lower level of the barn that are separated from the main rooms; these areas may be used for preparation/staging and storage during your event. Bride, Bridesmaids and Groom's rooms are available.

10. DIY

The Ellis Barn is rented as is. All services and decorations must be arranged by the renter.

11. HEAT/AIR CONDITIONING

The barn does not have any heat or air conditioning; therefore, the rental season is May to mid-October. No space heaters are allowed. Refunds are not given for inclement weather (including extreme heat or cold).

12. THESE ITEMS ARE ALLOWED

- Twinkle or string lights
- Battery powered tea lights
- Fabric or garlands draped over beams
- Straw bales for seating
- Non-residue tape

13. THESE ARE THINGS WE CAN'T ALLOW

Due to the nature of the barn, there are a few things we just cannot accommodate at the site:

- Candles or flames of any kind
- Coffee makers
- Blow dryers/curling irons
- Helium balloons
- Confetti/glitter/rice
- Irons
- Nails or tacks
- Streamers
- Sparklers
- Glue guns
- Space heaters
- Duct, packaging, masking, or Scotch tape