

Wildwood Historic Center and Art Barn Victorian Gardens Rules of Use

The Victorian Gardens at the Wildwood Historic Center and Art Barn is a unique location for your wedding, family gathering or meeting. We ask that you observe the following regulations when using our facility:

1. The Wildwood Victorian Gardens has a seating capacity of 100 when chairs are brought in. There is cast iron garden furniture that can be used but the renter is responsible for bringing in additional chairs for seating guests. For groups of 25 or less, there is a \$25.00 rental charge and a \$25.00 refundable damage deposit for a total of **\$50.00**. For groups of 25 or more, the rental charge is \$200 and there is a \$100 refundable damage deposit for a total of **\$300.00**. Checks or cash are the only accepted forms of payment.
2. A full refund will be given if the Wildwood Board is notified of cancellation at least one month prior to the event. In the event of inclement weather that requires the event be moved, you will receive a full refund within one month of your scheduled event upon notification given to the Clerk's office at (402) 873-5515.
3. Anyone visiting the Wildwood Historic House, Art Barn or Victorian Gardens during your event can not be asked to leave. **This is a public park.**
4. No events will be scheduled for Arbor Day or Applejack weekends without the full consent of the Wildwood Period House Board and the City Council.
5. Alcoholic beverages are **NOT** permitted on the Wildwood property. This includes the grounds around the house and barn. This includes the garden. This includes inside the classroom.
6. You are responsible for any and all equipment, including chairs, tables, sound system, etc. The Wildwood Board and the City of Nebraska City are not responsible for items left unattended. All items must be removed immediately following your event.
7. All decorations must be tied on with ribbon or wire. **No staples or tape allowed.**
8. Please stay on the pathways through the Gardens. You will be responsible for any damage to floral displays caused by your guests.
9. Litter created by your party must be cleaned up by your party, including decorations, handouts and cigarette butts. Failure to do so can result in the forfeiture of your damage deposit.
10. All cars must be parked in the adjoining lot; please do not block the entrance.
11. Do not pick any flowers for your event; they belong to the park and are public property.
12. The use of rice, bird seed and/or confetti is prohibited.
13. You may use the classroom area as a preparations room. The classroom and restrooms must be cleaned when you leave. Failure to do so can result in the forfeiture of your damage deposit.
14. The Wildwood Victorian Gardens may be used for wedding rehearsal the day prior to your event.
15. You are responsible for any and all damages incurred to the gardens, classroom, grounds and statuary during your event. **Assessed damages may exceed the damage deposit amount.**
16. The Wildwood Board and its members, the Wildwood Historic Center and Art Barn, the Victorian Gardens, employees of such and the City of Nebraska City and their employees are **NOT** liable for injury of any kind to any person or property sustained during your event.

**Wildwood Historic Center and Art Barn
Victorian Gardens
Reservation Application**

Type of Event: _____

Estimated Number of Guests: _____

Event Date: _____

Start Time: _____ End Time: _____

Will you need to use the site for a rehearsal the day prior to your event? Yes No

Contact Person: _____

Address: _____

Phone Number: _____ Home Work Cell

Phone Number: _____ Home Work Cell

2nd Contact Person: _____

Address: _____

Phone Number: _____ Home Work Cell

Phone Number: _____ Home Work Cell

I, the undersigned, have received, read and understand the Rules of Use for the Wildwood Historic Center and Art Barn Victorian Gardens. I hereby agree to the terms thereof, including its damage and liability provisions.

Applicant's Signature: _____ Date: _____

Please return this form along with your payment of \$50.00 or \$300.00 dollars, as defined in the Rules of Use #1, to:

**City of Nebraska City
Attention: Patty Moore
1409 Central Avenue
Nebraska City, NE 68410
(402) 873-5515**

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Rental Fee: _____ Damage Deposit: _____ Cash Check

Date Received: _____ Receipt Number: _____

Deposit Returned: Yes No Date Returned: _____