

# ellis barn | weddings

Springfield Oaks County Park ● 12451 Andersonville Road, Box A ● Davisburg, MI 48350  
EllisBarn@oakgov.com ● 248-599-2708



## 1. 2024 RATES

Rental fee of \$6,000 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 (10 a.m.-2 p.m.) for clean-up
- 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 \$6,000 rental rate, will be returned 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. Check or credit card only.
- 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
- Tables and Chairs are available for \$100
- The Barn is rented as is. All services and decorations must be arranged by the renter.

## 2. CAPACITY

The Ellis Barn has two levels with an interior stairwell and a vertical lift which provides access between floors for guests with limited mobility. The second floor can also be accessed from the exterior by steep ramps. There is plenty of space for a dance floor, buffet and bar area on the second level. There are areas within the lower level that may be used for preparation/staging and storage during your event. Bride, Bridesmaid, and Groom's rooms are available.

- Lower level Reception using round tables; maximum capacity 150
- Lower level Reception using rectangle tables; maximum capacity 130
- Upper level Reception using round or rectangle tables; maximum capacity 250

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 served inside the barn needs to be brought in from an exterior source. Food may be cooked/heated outside a minimum of 100 feet away from the nearest point of the barn and carried back into the barn. Food cannot be cooked inside 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 for rent. There is no preferred caterer list – 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**

The Ellis Barn Vertical Lift is a 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.

#### **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. Individuals need to call 248-599-2708 and pay for individual campsites no later than one month prior to the wedding date.

#### **9. 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).

#### **10. THESE ITEMS ARE ALLOWED**

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

#### **11. 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