



Delaware River Mill Society at Stockton

PO Box 298, Stockton, New Jersey 08559

Phone: 609-397-3586 Fax: 609-397-3913

The 1850's River House @ the DRMS

**Application to Use the Designated Facilities and Seasonal Tenting
for a Private Event**

The undersigned requests permission to use the 1850's River House at the DRMS, in Stockton, New Jersey. This includes partial use of the lower level the 1850's River House as described in the 1850's River House @ the DRMS Conditions of Use, immediate grounds and seasonal tenting site.

Date of Application _____

Name _____

Address _____

City _____ **State** _____ **Zipcode** _____

Home Phone _____ **Work** _____ **Cell** _____

Email Address(es): _____

Type of function _____

(please specify Wedding, Rehearsal Dinner, Shower, etc.)

Requested Event Date _____

Requested Event Hour Selection* _____

Due to a local ordinance, we are required to end the reception by 10:00pm

* This may be left blank unless your application date is less than 8 weeks before your event date

Anticipated Headcount _____ (Maximum Seated Tenting Capacity is 225** for 2012 Season)

Please note that the DRMS will be advised of the final number of people who attend the affair after it is completed. This is for the State of New Jersey records.

Agreed Donation: For Calendar Year 2012 Events – Special Inaugural Rate \$1,500.00. For Calendar Year 2013 Events \$2,200.00. Venue Space Availability Late April through Late October. Your agreed upon donation will allow you access to the 1850's River House immediate grounds, approved inside access, including a separate Bridal Suite Room for a 10 hour period of time, and your tented site fee (please note the rental for the tenting and your rental equipment is a separate contract with our exclusive provider Brillman's Rental Barn, The 10 hour period of time includes your setup and tear-down activities, please refer to the 1850's River House Conditions of Use document. No additional time access is permitted to inside space.

To secure and confirm a date if available, a **non-refundable \$500 retainer, payable to the Delaware River Mill Society**, along with a **separate \$300 non-refundable retainer payable to Brillman's Rental Barn**, is required you're your application, together with proof of liability insurance (if your event date is in less than 6 months), to secure the date on the calendar.

Access to the Crafters Gallery, if available may be opened during your cocktail hour, would be committed by the DRMS with an agreed upon increase in the amount of the donation. If you are interested in this option, please contact the DRMS at least 8 weeks in advance of your event date.

1850's River House @ the DRMS Application

Please note, the balance and due dates will be entered by the DRMS office when processing your application

The balance of \$ _____ of your agreed upon donation due to the DRMS. is due six weeks prior to your event date, (date) _____. The balance of your rentals contract with Brillman's Rental Barn is payable directly to them and is due within your contract terms, please refer to your rentals agreement.

A **refundable** separate security retainer of \$250 is also required at that time your balance is due to the DRMS. The security retainer is returned *after* the event **if** buildings and grounds are acceptably clean and there is no damage or loss of Mill Society property.

See [1850's River House @ DRMS Conditions of Use.](#)

This will provide you with full detailed listing. Your signed application denotes your agreement to current 1850's River House @ DRMS Conditions of Use.



You must contact and arrange your hours of rental with Brillman's Rental Barn on 215-860-7600. Event Monitoring Services for 1850's River House @ the DRMS private functions are handled directly with Brillman's Rental Barn. The Event Monitor is a separate \$275.00 flat fee for a 10-hour event at the 1850's River House. All showings and facilities tours for private function rentals are handled through Brillman's Rental Barn. Private Function tenting and rental items are exclusively provided for all 1850's River House @ the DRMS, events by Brillman's Rental Barn, you will have a separate rental contract from Brillman's Rental Barn for rentals and related event monitoring arrangements.

For Events with 100+ guest counts, you will be required to rent at a minimum one (1) single stall Porta John, available through Brillman's Rental Barn, as additional bathroom facilities. This requirement is not included or covered by your donation and is a separate expense to the applicant. Questions regarding these options and pricing should be directed to Brillman's Rental Barn.

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You must select your caterer from our pre-approved Caterer's listing. These 1850's River House @ the DRMS Approved Caterer's Listing, have already met the required and provided the necessary security retainers, insurance requirements, business membership and knowledge of the rules. Non-listed caterers are not permitted for use at this site.

If you have already selected your caterer, please list them below, if not please leave this blank and it will be added to your application after your selection. Please be sure to notify Brillman's Rental Barn of your catering selection.

Caterer: _____

Indemnification:

Delaware River Mill Society at Stockton grants permission to use the facility in "as is" condition and disclaims any responsibility for loss, injury or damage which may occur to the Applicant or any of its guests. Applicants hereby expressly agrees to hold Delaware River Mill Society at Stockton, the State of New Jersey, Department of Environmental Protection, and Brillman's Rental Barn harmless against any claim or claims made against it for loss, injury or damage resulting from or occurring as the result of such use and shall submit in advance a certificate of liability insurance to cover this event and hold harmless agreement.

Applicant _____ Date _____

By _____ Date _____
President, Delaware River Mill Society at Stockton

Attached: 1850's River House @ the DRMS Conditions of Use

For DRMS Use Only:

Date Received by DRMS: _____

Retainer Check # _____

Insurance Received: _____

Date Balance Received by DRMS _____

Balance Check # _____

Gallery Upgrade Received _____

Additional Gallery Upgrade Donation _____