

# INTERNATIONAL PEACE GARDEN WEDDING VENUE RESERVATION FORM



Please complete the reservation form and return it to the Visitor Services Manager by email ([visitorservices@peacegarden.com](mailto:visitorservices@peacegarden.com)) or by fax (701.263.3169). We will contact you with any questions regarding your reservation and will send you a Wedding Contract with payment information.

We look forward to hosting your wedding at the International Peace Garden.

Wedding Couple: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_  
City, State/Province

\_\_\_\_\_  
Zip/Postal Code

Phone Number: \_\_\_\_\_

Alt. Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Alt. Email Address: \_\_\_\_\_

Wedding Date: \_\_\_\_\_

Time: \_\_\_\_\_

**FYI:**

- Marriage licenses are to be applied for in North Dakota for US Citizens (Rolette County) and in Manitoba for Canadian Citizens.
- Wedding couple is required to provide their own officiant, piano/organ/keyboards/other instruments or other music if desired. There is one electrical outlet available in the Formal Garden area.
- Due to the close proximity of the Historic Lodge to the campground, events held at the Historic Lodge must end at 11pm (which is the quiet time at the campground) unless other arrangements have been made.
- All liquor services will be manned by IPG staff. Please discuss the liquor license requirements and where liquor can be purchased from with the Visitor Services Manager.
- The fee for gate admission includes admission for wedding couple, wedding party, parents, officiant, photographer(s), musician(s) on the day of the wedding and for the rehearsal (if desired) and for your wedding quests.
- If you have any additional requests for add-ons, please discuss this with the Visitor Services Manager for availability and the fee.
- All wedding bookings will require a \$750 refundable SECURITY DEPOSIT due within 15 business days of wedding contract being signed.
- Wedding Rental Fees are due:
  - 25% with 45 days of wedding contract being signed
  - 50% will be due 6 months (181 days) prior to the wedding date
  - 25% will be due 3 months (91 days) prior to the wedding date

**Cancellation Policy:**

If you cancel your wedding 6 months (181 days) or more prior to the event, 100% of the security deposit will be returned to you. If the cancellation occurs 2 to 6 months (61 to 180 days) prior to the event, 50% of the security deposit will be refunded. If the cancellation occurs less than 2 months (60 days) prior to the event, the security deposit will NOT be refunded, and the client will forfeit 50% of the final rental fee.

Signature: \_\_\_\_\_ and \_\_\_\_\_

Please indicate which venue or package you are interested in:

VENUE	DETAILS	RATE	OPTION CHOSEN
Formal Garden	100 chairs setup included (set up day of wedding)	\$500.00	
	50 additional chairs set up (total of 150 chairs)	\$50.00	
	100 additional chairs set up (total of 200 chairs)	\$100.00	
Peace Chapel	Seats 100 guests on benches in chapel	\$100.00	
	50 additional chairs set up	\$50.00	
Conservatory Atrium Available 7PM – 1AM	Includes use/setup of tables & chairs	\$1,150.00	
Conservatory Conference Room	Includes use/set up of rectangle tables & chairs	\$300.00	
Historic Lodge	Includes set up of tables & chairs	\$1,150.00	
Errick Willis Pavilion	Includes set up of tables & chairs	\$1,150.00	
Gate Admission	Up to 100 guests	\$700.00	
	Additional 25 – 50 guests	\$150.00	
	Additional 50+ guests	\$250.00	
All Inclusive Package	Includes: <ul style="list-style-type: none"> <li>gate admission fee (for up to 100 guests)</li> <li>Rental of venue facility for the day &amp; use of the Formal Garden for the ceremony</li> <li>Portable Sound System</li> <li>Liquor/Bar Service</li> <li>No additional charge to set up and decorate the facility starting at 6PM the evening prior to the wedding (excluding the Conservatory Atrium)</li> </ul>	\$2,100.00	
<b>ADD ONS:</b>			
Portable Sound System	4 hours or less	\$150.00	
	Full day (4 hours or more)	\$250.00	
Liquor/Bar Service	2 IPG Staff for 6 hours	\$350.00	
Camp Sites • May 15 – September 30, 2023	5 Full-Service Camp Sites for 2 nights	\$300.00	
	10 Full-Service Camp Sites for 2 nights	\$525.00	
Cabins • October 1, 2023 – April 30, 2024	1 Cabin (can be either the 4 bedroom or one of the 3 bedrooms) for 2 nights	\$400.00	
	2 Cabins (can be either the 4 bedroom or one of the 3 bedrooms) for 2 nights	\$775.00	
	4 Cabins for 2 nights	\$1,600.00	