



## Johnson County Conservation Board

2048 Highway 6 NW • Oxford, IA 52322 • (319) 645-2315

### RESERVATIONS BY PHONE ONLY

We hope you find the Barn and this beautiful Iowa countryside to be the perfect setting for your special day or event. The Barn is available for weddings, receptions and other activities on weekends from spring through fall.

#### The Basic Barn Rental Fee is \$5,500 for up to 250 guests and includes:

- Use of the 100 foot diameter main reception barn
- Reception tables, chairs and set-up
- Bathroom Supplies
- Coordination and assistance during your event
- Kitchen service area available for catering
- Three women's bathrooms with lounge area
- Tables 22 – 60" round, 22 – 54" square, 6 banquet, 2 harvest 42" x 96"
- Porch and picnic tables available
- Use of the outdoor amphitheater (including chairs and set-up)
- Trash/recycling cans and bags
- Clean-up assistance
- Adjustable lighting
- Optional heat and air conditioning
- Three men's bathrooms
- Access to the Barn Friday at noon to Sunday at noon (on your weekend)

#### Options available at additional cost:

- China and silverware at \$2.50 per person
- Wine and water glasses at \$.70 per person

### Celebration Barn Use Rules and Regulations

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For everyone's safety and enjoyment, you must follow these rules and regulations, which JCCB may modify at any time.

- The barn is provided in an "as is" condition and is available for set-up beginning at noon Friday of your weekend event, final clean-up must be completed by Sunday at noon. The barn must be left in the same condition as found.
- Events must conclude and site vacated by 12 Midnight
- No refunds. A refund may only be made if JCCB cannot provide the amenities outline above on your reservation date.
- Renters must provide a certificate of insurance, submitted by their insurance company, naming Johnson County & Johnson County Conservation Board, as "additional insured" and sign a special use permit – due 14 days prior to the event.
- No person is allowed to access the stairs and upper level
- Smoking is not permitted in the barn
- No alcohol may be sold on the property. Beer and wine may be served to guests without a liquor license.
- If hard liquor is going to be served, the person seeking this permit must show proof that an appropriate state license has been acquired for the date in question at least 14 days prior to the date of the event.
- Garbage containers are provided; we will dispose of the garbage; Separating recyclables (cans, glass, plastic) is required
- Temporary decorations may be used as long as they do not impact the structures in any material way and do not present a hazard
- No pyrotechnics
- Candles are permitted as long as they are burned in a safe & appropriate manner

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Please do not send cash through mail. Make checks payable to Johnson County Conservation Board (JCCB). If you wish to pay with a credit card, please call the Conservation office. A 3.53% Processing Fee will be added to all Credit Card transactions.