



THE OJAI RETREAT

a hilltop getaway with panoramic views

Waterfall Garden Rental Rates

Fee Description:

	Weekdays: Monday-Thursday, 11 am - 7 pm	Weekends: Friday 11am - 3pm, Sunday 1 pm - 7 pm (Saturdays 11am - 3pm)
Hourly rate per event*	\$ 50.00	\$ 60.00
Maximum rental time per day 4 hrs.:	\$200.00	\$240.00

*If the group is above 50 people, the rate is doubled.

Additional Fees:

- The rental party is responsible for set-up and removal of chairs, clean-up after event, etc. Special style chairs are to be used, so as not to damage the lawn. These need to be rented directly by you from a vendor such as 'Ventura Rentals' since we do not provide them.
- No charge for 1/2-hour prep before event and 1/2 hour take-down and clean-up after event.
- Projection screen and white board may be borrowed from the Retreat at no additional cost. Rental party sets up and takes down.
- If the Ojai Retreat staff is needed for set up and clean up: \$20 per hour, per staff member.
- Rental party is responsible for and makes their own arrangements for sound equipment.
- Maximum capacity: 60 people.
- Due to our retreat setting (with bedrooms on site), **only groups with quiet activities are accepted.**
- The Ojai Retreat kitchen may not be used except for food storage due to County regulations.
- **NO SMOKING, NO CHILDREN UNDER 12, NO PETS PLEASE. There will be fees charged if these policies are not adhered to.**
- If there is damage to Waterfall Garden (lawn etc.) from the event, the rental party will be charged for repairs.
- Agreement form must be signed, and fees fully paid when venue is booked.
- **Rental Agreement:** see separate sheet please.

A reservation becomes final once the Rental Agreement is signed and rental fees paid in full.