



## Terms of Service

*Stoltzfus Homestead & Gardens  
The View on Harvest Drive*

1. **Bar Glassware:** The client is responsible for confirming if the event requires the handling of real bar glassware not provided by Weddings by Sweet Annie. This allows us to provide the appropriate extra staff and equipment necessary to facilitate the management of the glassware.
2. **Linens:** The client is responsible for providing linens for all event tables; including, but not limited to food display tables, linen napkins, welcome table, gift table, cocktail tables, guest tables, cake table, DJ table, etc. Stoltzfus Homestead and Gardens will help facilitate all linen needs.
3. **Table Breakdown:** Client is responsible for providing a table breakdown that showcases how many guests are seated at each table, with table numbers. The breakdown should reflect your guaranteed guest count. This is needed in order to set the place settings.
4. **Water Service:** Weddings by Sweet Annie only provides water service to the guest tables during dinner service.
5. **Excess Food/Leftovers:** As a courtesy, Weddings by Sweet Annie will package up a bag for the wedding couple to take home that will include a couple meals for them to enjoy. Any additional leftover menu items will be donated to a local shelter.
6. **Arrival Time:** Our staff will arrive approximately two hours before the start of the ceremony.
7. **Cake Cutting:** Our services include cutting the cake after the ceremonial cake cutting and presenting it buffet style for your guests to enjoy. Weddings by Sweet Annie will not move or touch the cake before the cake cutting. The client is responsible for providing their own ceremonial cake knife.
8. **Place Settings:** Our place settings include white china dinner and salad plates, silver flatware, and a water glass. Our staff will also fold the napkin in a waterfall fold. Your day-of coordinator will need to set any additional items at the place settings (i.e. menus, sprigs, etc.).

**Initial:** \_\_\_\_\_