



Old Time
Christmas
Tree Farm

Nighttime Outing

INFORMATION

7632 Spring Cypress Rd.

Spring, TX 77379

Phone: (281) 370-9141

Fax: (281) 251-3196

admin@oldtimechristmastree.com



COME ENJOY SOME TIME AT THE FARM

at your private event with your school, youth group, church group, or company at one of our covered pavilions! Take a hayride out to the pavilion area where you can play on the playground and roast hot dogs or s'mores over the campfire.

NIGHTTIME OUTINGS ARE GEARED TOWARD

middle schoolers, high schoolers, and adults.

AVAILABLE DATES AND TIMES

October: Tuesday – Thursday (6:00pm-8:00pm) (6:30pm-8:30pm)

November: Tuesday – Saturday (6:00pm-8:00pm) (6:30pm-8:30pm) (7:00pm-9:00pm)

December: Tuesday – Saturday (6:30pm-8:30pm) (7:00pm-9:00pm)



2022 updates have been highlighted

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TERMS & CONDITIONS

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MINIMUM GUEST REQUIREMENT

The minimum requirement is **75 guests**. There is a minimum charge of **\$750.00** for groups of 74 guests or less. The maximum occupancy is 350 guests per group.

PAYMENT

Cost: **\$10.00** per person (age 2+) including parents, teachers, and chaperones. No deposit is required, however, we require a credit card on file to secure your reservation. We accept cash, check, or credit card at the cashier on the night of your event. The cashier is located in the red building close to the parking area.

Please collect payment from each of your individual group members and submit **ONE** payment to the cashier. Separate payments from multiple individuals are not accepted.

GUEST COUNT WRISTBANDS

Upon arrival, the group coordinator will be given a packet of wristbands with a specific color assigned to your group. Please distribute one wristband per guest, including parents, teachers, and chaperones. Each guest must show their wristband before departing to the pavilion on the hayride. Before your group departs to the pavilion, return unused wristbands to the cashier. Late attendees will be given a wristband before being permitted out to your group's pavilion. At the end of your outing, any unused wristbands will be counted to determine your total number of guests. Payment will then be accepted at the cashier. If no payment is presented on the night of your outing, the credit card on file will be charged for the total number of guests that were counted.

CREDIT CARD AUTHORIZATION FORM

We require a credit card on file to secure your reservation. Please complete and return the Credit Card Authorization form (attached) by the date specified to secure your reservation. If no payment is presented on the night of your event, the credit card on file will be charged for the total number of guests that were counted.

TAX EXEMPT FORM

If applicable, please complete the Texas Sales and Use Tax Exemption Certification form (attached) by the date specified to secure your reservation.

CANCELLATION POLICY

Cancellation by the client for any reason **2 weeks or less** prior to the event will result in the credit card on file being charged the minimum charge of **\$750.00**. In the case of inclement weather, your reservation may have to be rescheduled by the venue (if an opening is available). If no openings are available that will work for the client, the client will not be charged. Final decisions for rescheduling due to inclement weather will be made by the venue.

PAVILIONS AND MULTIPLE GROUPS

The venue has two private pavilions on the property approximately 1/4 mile from one another. The venue will assign a pavilion to your group based on your estimated number of guests. The venue often has two groups (one in each pavilion) booked on the same night, therefore is very important for your group to arrive and depart on time.

CLEANING/DAMAGE FEE

The client agrees to return the property in the same condition or better at the end of their outing. The venue reserves the right to impose an additional cleaning/damage fee of **\$250** to the credit card on file if deemed necessary by venue management after the event concludes. Examples of instances that a cleaning fee would be necessary includes, but is not limited to: Excessive litter on the property, confetti/glitter/gift wrap/decorations left on the property, paint or marker stains on the property, damaged or broken tables or equipment.

PARKING

All vehicles must park in the parking lot. Guest vehicles or buses are not allowed to travel on farm property back to the pavilion area. All guests and supplies will be transported to the pavilion area via hayride wagon. There is no drop-off or pick-up line. All parents must park in a parking space and walk their child to the entry gate. Please do not leave children unattended in the parking lot.

HAYRIDE SAFETY

Take caution when getting on and off of the hayride wagon. Everyone must remain seated while the wagon is moving. Standing, jumping, dragging feet, or horseplay on the hayride is prohibited. Please make sure all items are secure before takeoff. The Old Time Christmas Tree Farm is not responsible for any injuries sustained or lost, stolen, or damaged items.

CAMPFIRE SAFETY

Venue staff is responsible for building and maintaining the campfires and they reserve the right to maintain the campfires as they see fit. Guests are prohibited from building or stoking the campfires. The venue provides roasting sticks. Running and horseplay near the campfires is prohibited. The Old Time Christmas Tree Farm is not responsible for any injuries sustained or lost, stolen, or damaged items.

ADULT SUPERVISION

Adult supervision by members of your group is required at all times. Venue staff is not responsible for providing supervision. While at the covered pavilion, all members of your group are required to remain inside the fenced area. Please do not allow guests to wander through the Christmas tree fields or other areas of the property.

PROHIBITED ITEMS

- Alcohol
- Electric heating appliances (coffee urns, crockpots, propane burners, camp stoves)
- Paint, crafts, or decorations that can blow away (to prevent litter)

DOCUMENT DISTRIBUTION

Please provide a copy of the following documents to all parents, teachers, and chaperones prior to the event:

- Terms & Conditions
- Timeline (attached)
- Map & Parking Lot Safety (attached)



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TIMELINE

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WHAT WE PROVIDE

- Covered pavilion area with picnic table seating
- Serving table
- Roasting sticks
- Campfires & firewood
- Lighted playground area
- Hayride to & from pavilion area

WHAT TO BRING WITH YOU

- Food (hot dogs, s'mores, etc.)
- Ice and drinks (no alcohol)
- Plates, cups, napkins, utensils
- Insulated coolers for hot drinks
- Bug spray
- Music player/speakers

ARRIVAL

Please plan to arrive about 30 minutes before your scheduled start time. Everyone must park in the parking lot and walk up to the entrance to drop off children. There is no drop-off line. Please see the "Map and Parking Lot Safety" page for details.

SETUP

Approximately 15 minutes before your start time, volunteers will travel to the pavilion area via a designated "setup wagon" (marked with a sign) to set up food and drinks. These volunteers will remain at the pavilion area until the rest of the group arrives.

PARTY TIME

Your group is free to play, eat, and visit as you wish! Please be aware of the "Adult Supervision" and "Campfire Safety" sections of the Terms and Conditions.

HAYRIDE BACK TO THE ENTRANCE

Approximately 15 minutes before your scheduled end time, your group will board the hayride and take a short ride back to the entrance. There is no pick-up line in the parking lot – parents must park in the parking lot and walk up to retrieve their child.

GUEST COUNT

The group coordinator will be given a packet of wristbands with a specific color assigned to your group. Please distribute one wristband per guest. Each guest will show their wristband before departing on the hayride. Before departing to the pavilion, return unused wristbands to the cashier. Any late attendees will be given a wristband before being permitted out to the pavilion area.

HAYRIDE TO THE PAVILION

All remaining group members will board the hayride and show their wristband before departing to the pavilion at your scheduled start time.

CLEANUP

Approximately 30 minutes before your scheduled end time, we ask that you begin to pick up trash around the area and gather your belongings.

PAYMENT

Unused wristbands will be counted by the cashier to determine your final number of guests. Please have ONE payment ready to give to the cashier. Multiple payments from individuals will not be accepted.

If any members of your group arrive late, they may not get to participate in all activities. Latecomers may be required to travel to the pavilion on foot. Some activities may be shortened or eliminated if the group does not arrive on time.



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MAP & PARKING LOT SAFETY

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GROUP OUTING LOCATION

Old Time Christmas Tree Farm
7632 Spring Cypress Rd.
Spring, TX 77379
(Turn on Kleb Rd.)

We have TWO entrances:

- One on Spring Cypress Rd.
- One on Stuebner Airline Rd.

Travel down our road approximately
¼ mile to our parking lot.

For more detailed directions, visit
oldtimechristmastree.com/location

ATTENTION PARENTS:

THERE IS NO DROP OFF/PICK UP LINE.

Upon arrival, please **PARK IN A PARKING SPACE** and **WALK UP TO THE ENTRANCE** to drop off and pick up your child. Children are not allowed to exit the gate without a parent.

Please do not stop in the middle of the road to drop off or pick up your child. This is an extreme safety hazard and creates a traffic jam. Please be courteous to other drivers and pedestrians.