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## Main Street Venue

321 SE Main St  
Grimes, IA 50111  
(515) 865-3912  
mainstreetvenuegrimes@gmail.com

# Venue Rental Agreement

This Rental Agreement is between Main Street Venue and

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hereinafter referred to as "Client." The purpose of this Agreement is to define the obligations of both parties pertaining to the rental of Main Street Venue.

The venue described in Attachment has been reserved for you for the date and time stipulated. Please note that the hours assigned to your event include all set up and all clean up, including the set up and clean up of all subcontractors that you may use. It is understood you will adhere to and follow the terms of this Agreement, and you will be responsible for any damage to the premises and site, including the behavior of your guests, invitees, agents or subcontractors resulting from your use of the venue. You are responsible for providing a list of all vendors you use to Main Street Venue.

**Fees and Deposits.** The rental fee and terms for your specific use of venue(s) are described on the enclosed Attachment(s). Upon receipt of this contract, a \$100 deposit of the total rental fee is due to hold the venue for your event. The total fee is due 30 days prior to your event. Each deposit is non-refundable and non-transferable. If cancellation occurs within the last two weeks of the event, the full value of the event fees will be withheld.

**Event Set-up Limitations.** All property belonging to Client, Client's invitees, guests, agents and subcontractors, and all equipment shall be delivered, set up and removed on the day of the event. Should the client need earlier access for set-up purposes, this can be arranged for an additional fee. The Client is ultimately responsible for property belonging to the Client's invitees, guests, agents and subcontractors. Main Street Venue is a non-smoking facility.

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- No rice, rose petals, birdseed, confetti, glitter, floating sky lanterns, fire pits, tiki torches or sparklers are allowed on the premises.
- All decorations must be approved by Main Street Venue

Alcohol Control. The client is solely responsible for management and distribution of alcohol at your event. Alcohol may not be sold at Main Street Venue.

Security. Main Street Venue, at their sole discretion, may mandate that additional security personnel shall be assigned to your event, which may involve additional fees over and above your facility rental fee.

Music. Due to the close proximity of the local neighborhood, strict sound restrictions are in place. Although music (both live and recorded) is allowed, the music must be contained at an acceptable sound level so as not to disturb the local surrounding area. Music may be played outside of the venue, up to a decibel level of 75 until 8 p.m., but must be contained inside the building after 8 p.m. Main Street Venue can assist you in setting the proper sound level. Any complaints from neighbors or other parties may require these levels to be reduced further.

Clean Up. Client shall be responsible for returning the venue to the state that it was provided to them. All property belonging to Client, Client's invitees, guests, agents and subcontractors, shall be removed by the end of the rental period. All property remaining on the premises beyond the end of the rental agreement will be charged at the prevailing hourly rate. Should the client need special consideration for the removal of property beyond the rental period, this can be arranged prior to the beginning of the event for an additional fee. Main Street Venue is not responsible for any property left behind by Client, Client's guests, invitees, agents and subcontractors. The Client is responsible for any and all damages to Main Street Venue and surrounding site.

Force Majeure. The ability to execute this Agreement by either party is subject to the Acts of God, including but not limited to hurricanes, flooding, tornadoes, fires, power outages, etc, as well as any government intervention, staff disputes and strikes, civil disorders, terrorism, or other emergencies. Should the event be canceled through a Force Majeure event, all fees paid by Client to Main Street Venue will be returned to Client within thirty (30) days.

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Authorization. The person(s) signing the Agreement on behalf of the parties each warrant that they are authorized to make agreements and to bind their principals to this Agreement.

Acceptance Upon signing of this Agreement, a fully executed agreement will be in force. I/we have read the above and accept the terms therein:

Client Signature: \_\_\_\_\_

Printed Name and Date: \_\_\_\_\_