



# Chefella's Event Space Rental Packet

436 E Main St. Clayton, NC

919-359-2884

[rentals.chefellas@gmail.com](mailto:rentals.chefellas@gmail.com)



# Event Space Rooms

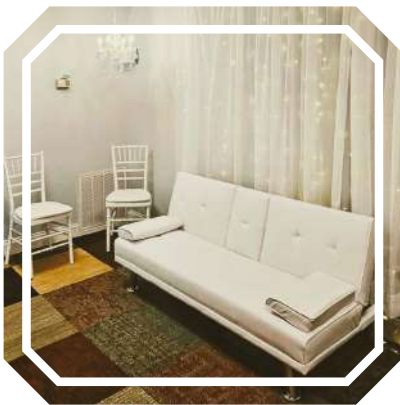
**The perfect space with a bistro-like feel for your next event!**

Each rental includes the use of all rooms, tables, chairs, black linens, and two outdoor bistro tables.

An event attendant will be available throughout the event.

## Main event room:

- Main Street view with bistro-like feel
- Seats 25 people at five round tables
- Restroom for event attendees only



## Bar and lounge area:

- Bar for beverages
- Gift and card table
- Lounge area with couch and lit backdrop for photos

## Catering experience room:

- Room set up for catering
- Rectangular food tables and cocktail table for cake or dessert display



# Rates and Customizations

## Rates:

- \$55 per hour weekdays
- \$65 per hour weekends
- \$350 for the entire day (6 hours)

## Additional options:

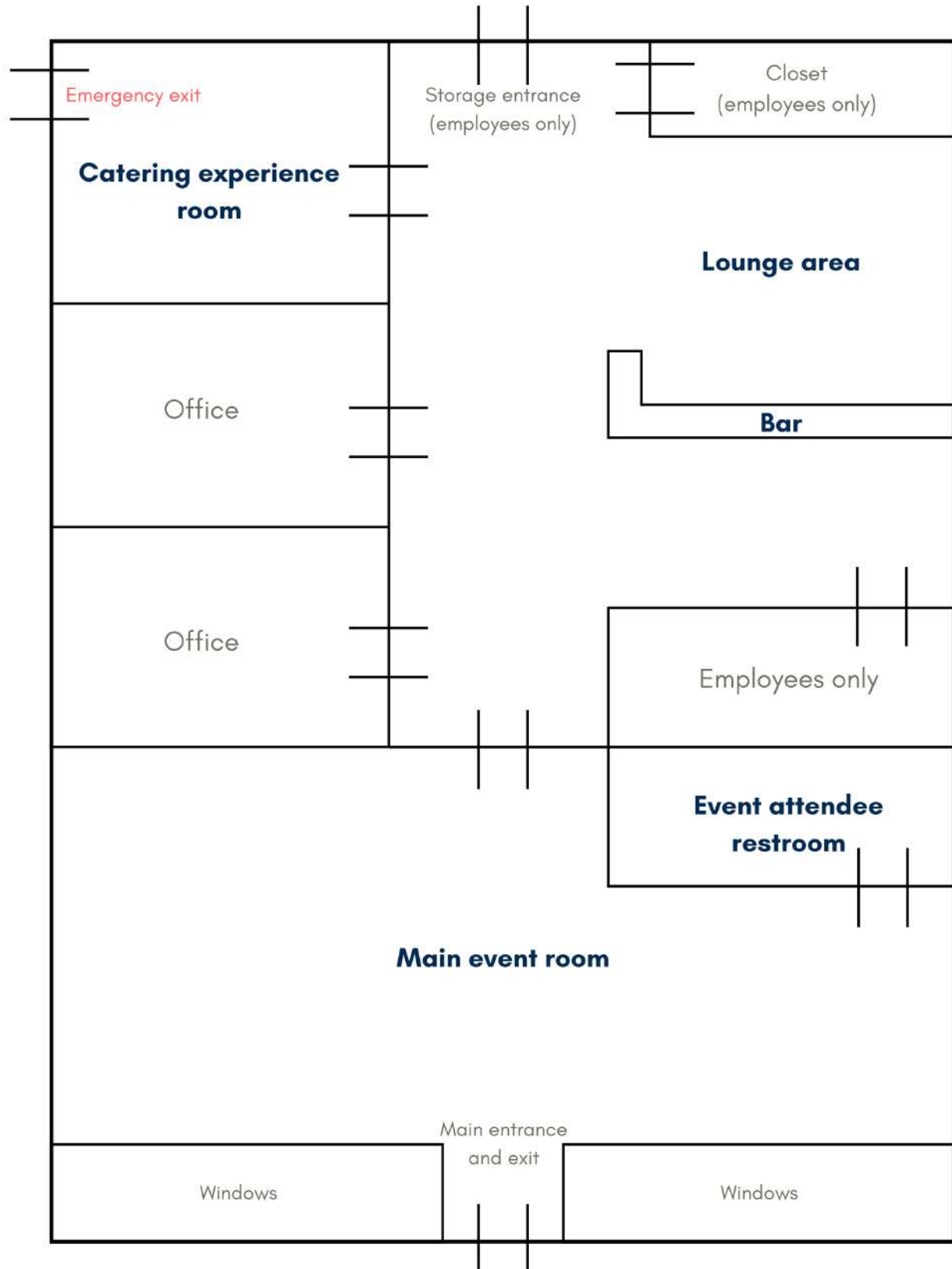
- China package for \$5 per person or \$4.50 for disposable including plates, cups, silverware, and napkins
- Customizable centerpieces for \$25 per table
- Linen colors of your choice (upgrade \$5 per table from black linen)

## Catering packages available

*Please review 'Menus' at [ChefellasCateringEvents.com](http://ChefellasCateringEvents.com).*



# Event Space Layout



# FAQs

## **Can I bring my own decorations or food?**

Yes! You are able to bring your own decorations or food. Small store-bought or homemade snacks are allowed. The renter is responsible for the setup of outside decorations and food and setup time for these items will need to be accounted for within the allotted rental time. Please mention your preference at the time of your initial inquiry or booking.

## **Where is available parking?**

Our event space is located on Main Street and has free street parking, a free public parking lot next door at First Federal Bank on weekends, and a second free public parking lot down the street at Horne Square. Because of our location downtown, parking is first come, first served and we recommend providing parking information in advance to your guests.

## **Can my rental time begin or end on the half hour mark?**

Yes! Your rental time can begin any time between 10 am and 9 pm. Rentals can go no later than 11 pm in accordance to [the Town of Clayton's noise ordinance](#). Rentals do have a two-hour minimum and does include setup time. Therefore, an additional 30 minutes can be helpful to add on for any delays, decoration setup, etc.

## **Can I have alcohol at my event or bring my own?**

You can have alcohol at your event, however, any alcohol must be provided through Chefella's LLC. We are licensed to distribute beer and wine and have licensed bartenders available if needed. No other spirits or outside alcohol are permitted on the premises. All alcohol must stop being served 30 minutes prior to the end of the event.



# Rental Agreement

[Download a full copy here](#)

## Chefella's Event Space Rental Agreement

This contract for the rental of a venue is made this day, \_\_\_\_\_, by and between Chefella's, LLC, hereafter referred to as the "Owner", and \_\_\_\_\_, hereafter referred to as the "Renter".

**Whereas**, the Renter desires to temporarily rent, occupy, and make use of the Owner's venue, located at 436 E Main St. Clayton, NC and known as Chefella's Event Space, and

**Whereas**, the Owner agrees to such rental, occupation, and use in consideration of certain payments and covenants herein enumerated;

**Now, therefore**, the parties agree to the following terms and conditions:

**I. EVENT DESCRIPTION / VENUE ACCESS:** The Renter shall have access to and use of the venue from \_\_\_\_\_ o'clock on \_\_\_\_\_, to \_\_\_\_\_ o'clock on \_\_\_\_\_, for the purpose of hosting the Renter's \_\_\_\_\_ event. The event space will be opened and closed by the rental attendant.

**II. RENTAL COST:** Rentals have a two hour minimum with the rate of \$55/hour on weekdays (Monday-Thursday) and \$65/hour on weekends (Friday-Sunday). All-day rentals (6 hours) are available for \$350.

**III. DEPOSIT:** 50% of the total payment is due upon booking to confirm the rental (this excludes rentals booked 30 days or less prior to the event). The Renter shall pay to the Owner the sum of \$ \_\_\_\_\_ no later than \_\_\_\_\_ (must be paid in full 30 days before the event date). A \$100 security deposit is required by check 30 days in advance and is returnable to the Renter once the event has concluded barring any facility damages determined by Chefella's staff. Renters are liable for any costs for damages made that exceed the security deposit amount.

**IV. REMOVAL OF BELONGINGS:** Renter shall remove all personal property and other items that were not present in the venue when Renter took control of it.

**V. RETURN OF SECURITY DEPOSIT:** Upon Renter's completion of his/her obligations under Paragraph IV above, the Owner shall return to Renter the security deposit minus any amounts deemed necessary to repair damages inflicted upon the venue by Renter and/or Renter's associates, guests, invitees, contractors, and all other persons whatsoever who enter the venue during the rental period, whether or not such persons did so with Renter's knowledge or consent.

**VI. LIABILITY:** Renter will be liable for any physical damages, legal actions, and/or loss of reputation or business opportunities that Owner may incur as a consequence of the actions of Renter or any of Renter's guests while Renter is in control of the venue, and shall indemnify and hold harmless the Owner against any and all legal actions which may arise from Renter's use of the venue.

**VII. DISPUTES:** Any disputes arising under this contract shall be adjudicated in the Owner's local jurisdiction.



# Rental Agreement

[Download a full copy here](#)

## Event Space Fees and Policies

### Rental Fees

Rentals have a two hour minimum with the following rates:

- \$55/hour on weekdays
- \$65/hour on weekends
- \$350 for an all-day rental (6 hours)

These rates include the use of the event rental space with tables, chairs, and black linens along with a rental attendant present for the entirety of the event.

50% of the total payment is due upon booking to confirm the rental. The remaining payment amount is due 30 days in advance of the event date. To book a rental set to take place 30 days or less prior to the event date, a full payment is required at the time of booking.

A security deposit of \$100 is required by check 30 days in advance and is returnable to the client one week after the rental has concluded barring any facility damages determined by Chefella's staff. Renters are liable for any costs for damages made that exceed the security deposit amount.

Customized options available:

- Table centerpieces are available with customized options at \$25 per table.
- A china package including plates, silverware, glasses, and napkins is available for \$5 per person or \$4.50 for disposable china.
- Additional color choices for linens are available for \$5 per linen.

**Chefella's catering packages are available for an additional cost.** Please see available options on the Chefella's website at [ChefellasCateringEvents.com](http://ChefellasCateringEvents.com) or contact the Event Space Sales Coordinator.

### Event Cancellation Policy

Event cancellations must take place no more than 2 days (48 hours) after booking for a full refund. After 2 days no refund will be issued. After this time period should you need to cancel, you may transfer your event one time to a different date within 12 months of the original event date if available at no booking charge as long as given a 15-day notice from the event date (excludes bookings made 30 days or less prior to the event date).

### Rental Policies

- Renters may use their own decorations to set up themselves within the allotted rental time.
- No decorations may be attached to walls, ceilings, doors, tables, or chairs without approval from staff. No tape, hooks, Command Strips, adhesives, tacks, push-pins, glue, nails, or staples may be used at any time against any surfaces.
- Any decorations or items used outside the facility may not impede foot traffic on the sidewalk and must stay along the building (i.e. beside doors and benches).
- All setup and breakdown must take place during the allotted rental time. Going past the rental time will incur additional charges with the above hourly rates.
- Rentals are available at the earliest at 10 am and can go no later than 11 pm.
- Occupancy of the rental space may not exceed the maximum occupancy of 25 people at any time.

# Rental Agreement

[Download a full copy here](#)

- Homemade snacks as well as outside catering for international cuisines such as Chinese, Jamaican, etc. are permitted. General catering must be ordered through Chefella's Catering and Events. Please see available options on the Chefella's website at [ChefellasCateringEvents.com](http://ChefellasCateringEvents.com). Catering from outside companies or restaurants is not permitted.
- Chefella's, LLC is not responsible for any lost, stolen, or damaged items.
- Renters are liable for any costs for damages made that exceed the security deposit amount.
- Smoking is not permitted inside the facility. Smoking is allowed in the parking lot only.
- Temperature settings for the thermostat may be adjusted by rental attendants only.
- Client will perform a final walkthrough with the rental attendant at the end of the rental time.

## Alcohol policy:

- All beer and wine must be provided by Chefella's, LLC.
- Chefella's, LLC is licensed to serve beer and wine. No other spirits are permitted on the premises.
- All alcohol must stop being served 30 minutes prior to the end of the event.
- Bartenders are available for a minimum of two hours and are required for events serving beer and wine throughout the event. Bartenders are not required for events serving champagne, mimosas, etc.
- Bartenders will use their discretion regarding drink limitations for attendees if needed.
- Glasses, napkins, ice, and drink dispensers will be provided.
- Any violence, intoxication, or disorderly conduct will result in attendees being escorted off the premises with Town of Clayton Police being contacted if necessary.

In witness of their understanding of and agreement to the terms and conditions herein contained, the parties affix their signatures below.

<b>Renter's Signature, Date</b> _____	<b>Sales Coordinator Signature, Date</b> _____
<b>Printed Name</b>	<b>Printed Name</b>
<b>Address</b>	<b>Address</b> 436 E Main St.
<b>City, State, Zip Code</b>	<b>City, State, Zip Code</b> Clayton, NC 27520





# Helpful Links

---

## **Chefella's Event Space Website**

[Chefella's Event Space Info Sheet](#)

[Chefella's Event Space Rental Agreement](#)

## **Chefella's Catering and Events Website**

[Chefella's Catering Menus](#)

## **Eventective Profile**

## **Directions on Google Maps**

