



## COCIAL Event Agreement Form

I, [Your Name] \_\_\_\_\_ hereby agree to host an event at

COCIAL on [Date] \_\_\_\_\_ (the “Event”). By signing below, all attendees agree to the following terms and conditions:

1. **Release of Liability:** I understand and agree that COCIAL LLC and its members shall not be held responsible or liable for any accidents, injuries, damages, or losses that may occur during the Event. I assume all risks associated with attending the Event.
2. **Conduct:** I agree to conduct myself responsibly and to ensure that all attendees of the Event also behave in a responsible manner. I understand that any misconduct or inappropriate behavior may result in removal from the Event.
3. **Alcohol and Substance Use:** I understand that the consumption of alcohol and/or substances is at my own risk. I agree not to consume alcohol if I am under the legal drinking age and to consume alcohol responsibly if I am of legal drinking age.
4. **Personal Belongs:** I agree that COCIAL is not responsible for any loss or damage to personal belongings that may occur during the Event.
5. **Compliance with Laws:** I agree to comply with all applicable laws and regulations during the Event, including but not limited to the laws regarding alcohol consumption, noise levels, and property use.
6. **Indemnification:** I agree to indemnify and hold harmless COCIAL from any claims, liabilities, damages, or expenses (including legal fees) arising out of or related to my participation in the Event.
7. **Event Space – Rotunda Only:** I understand and agree to ensure that I, and all attendees do not enter spaces within the premises that are not included in the event space rental. This includes but is not limited to, private offices, desks, conference rooms, podcast room, phone booths, IT closet, closets, or any other areas that are outside the event Rotunda.
8. **BYOB:** I understand and agree to ensure that I, and all attendees only consume food and drinks that I have brought into the Event and not anything from COCIAL membership refrigerators, storage rooms, or bar area.

9. Building: I understand and agree COCIAL LLC shall not be held responsible or liable for any accidents, injuries, damages, or losses that may occur during the Event to toe the premises outside of COCIAL suite 200, including but not limited to the bathrooms, hallways, elevators, parking garage, or offices at 21 S Evergreen.
10. CLEAN-UP: I understand it is my responsibility as host of “the Event” to leave COCIAL as I found it. This includes but is not limited to, cleaning counters, bagging up garbage, double bagged as needed so no leakage, sweep the floors, make sure all areas of COCIAL are free from trash, debris, empty containers, stains, and more. I understand that I am liable, and it is my responsibility to have any furniture, or the like professionally cleaned of any stains or spills. If that cannot be achieved then I agree to replace that piece of furniture or equipment of equal value, material, and aesthetic.
11. The parties agree that COCIAL LLC may take photographs, videos, or other recordings during the execution of this contract, including but not limited to events, performances, or services rendered. These materials may be used for promotional, advertising, or marketing purposes, including but not limited to social media, website content, printed materials, and presentations.

I have read and understand the terms and conditions outlined above and voluntarily agree to abide by them.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_