

Be Our Guests Rental Agreement

Location: 1776 Gravois Rd, High Ridge, MO 63049

This Rental Agreement ("Agreement") is entered into between **Be Our Guests, LLC** ("Venue") and the undersigned ("Renter"). By signing this Agreement, the Renter agrees to the following terms and conditions:

1. Rental Fees & Deposits

Rental date: _____ Time: _____

- **Rental Fee:** \$350 per time slot (*may purchase two for \$600 or rent hourly at \$100/hour*).
- **Deposit:** Half of the event fee is required at booking.
- **Final Payment:** Due in full prior to the start of the event.

Security Deposit: \$100 refundable, returned within 24 hours if there are no damages, incidentals, or contract violations.

Cleaning Deposit: \$100 refundable, returned if all cleaning responsibilities are completed.

2. Cleaning Responsibilities

To receive the cleaning deposit refund, Renter must complete the following before leaving:

- Remove all decorations, tape, and personal property. If you are leaving decor please leave it on the countertop.
- Bag all trash and place in the designated dumpster.
- Return tables and chairs to their original positions.
- Ensure restrooms are tidy; remove restroom trash.
- Remove all food and items brought into the Venue.
- Leave any used Venue items where they were found.

3. Rules of Use

- **Food & Catering:** Outside food and catering are permitted.
- **Smoking:** Smoking is not allowed inside the Venue. All smoking trash must be disposed of in receptacles.
- **Decorations:**
Only non-damaging fasteners (e.g., painter's tape) may be used.
No nails, screws, glitter, or confetti.
If walls are damaged or tape must be removed by staff, the cost will be deducted from the cleaning deposit.
- **Parking:** Parking is available on-site. Renter is responsible for ensuring guests park legally.
- **Occupancy:** Maximum capacity is **75 guests**.

4. Liability & Indemnification

- The Renter assumes full responsibility for all damages, theft, or loss occurring during the rental period. The Venue is not responsible for lost or stolen property.
- The Renter agrees to indemnify and hold harmless Be Our Guests, LLC, its owners, and staff from any claims, damages, or liability arising from the event.

5. Cancellation Policy

- Cancellations made will forfeit the first half rental fee but will receive deposit refund and cleaning fees if paid by cancellation date. We will rebook your event in case of need.

6. Agreement

By signing below, the Renter agrees to comply with all terms of this Agreement.

Renter Information

- Name: _____
- Phone: _____
- Email: _____
- Event Date: _____
- Event Time: _____
- Rental Hours: _____
- Total Rental Fee: \$_____
- Security Deposit: \$100
- Cleaning Deposit: \$100

Signatures

Renter Signature: _____ Date: _____

Printed Name _____ Phone Number _____

Venue Representative: _____ Date: _____