

Venue Rental Agreement

CUSTOMER INFORMATION:

Customer Name: _____

Customer Address: _____

Email Address: _____ Phone Number: _____

Day of Event Contact: _____

VENUE INFORMATION:

Event Location: Clancy's Irish Pub 40 Old State Road, Ellisville, MO. 63011 | Phone: 636-391-6154

Point of Contact: Nick or Olivia Clancy | Email: ClancysSTL@gmail.com

EVENT DETAILS:

Date of Event: _____ | Start Time: _____ | End time: _____

Occasion: _____

FINANCIAL RESPONSIBILITY:

Event minimum is \$1,500. A \$500 non-refundable deposit is required to hold your date. Deposit will go towards the final balance. Rental is \$200 per hour. 20% gratuity will be added to the full balance including rental and food/beverage total. Payments can be made via cash or credit card. There is a 3% discount for payments made via cash. Doors will open for the event 15 minutes prior to the contracted start time. **Party renting the facility will have a 15 minute grace period after contracted end time, after which a per-hour fee will be assessed based on the currently contracted rental rate.** Event shall not extend beyond 1:00am. Payment is due in full the day of the event.

CATERING:

No outside food is allowed on the premises at any time unless expressly granted by Clancy's Irish Pub in writing prior to the event. Final headcount is due 3pm CST the Wednesday prior to the event.

ALCOHOL:

No outside alcohol is allowed on the premises at any time unless expressly granted by Clancy's Irish Pub in writing prior to the event. Off-menu items can be requested. "Last call" will be 15 minutes prior to contracted end time. It is up to the discretion of Clancy's Irish Pub staff to refuse service to

anyone appearing underage, overly intoxicated, under the influence of drugs or behaving inappropriately.

MUSIC ON THE PREMISES:

Live music and similar is allowed, but must be contained inside the premises. Music in any other form is not allowed outdoors at any time- with the exception of Touch Tunes.

DECORATING:

Party renting the facility will be allowed one, 2-hour decorating period on the day of the event that will be mutually agreed upon at least 48 hours in advance. **Decorating must be completed 3 hours prior to start time.** Clean up and throw away of décor is included in the rental price. If there are items Customer wishes to keep, they will be allowed a 2 hour window on a mutually agreed upon later date to pick items up. Any décor not removed will be deemed forfeited by customer and will be removed by staff and thrown away prior to Clancy's Irish Pub opening for next business day.

PHOTOGRAPHY/VIDEOGRAPHY:

It is agreed upon that Clancy's Irish Pub- Ellisville reserves the right to use any photo and video for marketing and/or advertising purposes on all social media outlets, websites, advertisements, etc.

CONDITION OF VENUE\ DAMAGES:

Customer acknowledges inspection of the venue and accepts the present condition. Customer agrees to return venue to venue owner in the same condition received; reasonable wear and tear accepted.

Customer Printed Name: _____

Customer Signature: _____ Date: _____

Venue Owner Printed Name: _____

Venue Signature: _____ Date: _____