

MEET, LLC | Rental Agreement
3857 LA Hwy. 1 South | Suite C | Port Allen, LA 70767
www.meet.hungrove.com
Email: MEET@hungrove.com | Contact: (225) 242-9904

This contract represents an agreement between A 'Mire LLC d/b/a MEET, A Boutique Event Center and "Renter" as named below. If renter fails to uphold any of the following terms of this agreement, Renter's event privileges will be revoked.

Rental Policies:

The following attached policies apply unless other arrangements have been made:

Rental Rates:

\$525.00 | Up to 6 hours: Monday-Thursday | Friday up to 6:00 PM

\$700.00 | Up to 6 hours: Friday & Saturday & Sunday (Effective May 1, 2021)

\$30.00 | Uniformed Officer (\$30.00 per hour) *Events serving alcohol, weddings, wedding receptions and after 5:00 PM)

\$100.00 | Additional hourly rate

Setup/Cleanup: Setup/cleanup time will be included in all rental times.

Reserving Space: A refundable damage deposit of **\$250.00** and a non-refundable fee of half (1/2) the rental fee at the time of booking is due at the signing of this contract and holds your date and time.

Rentals: The **MEET, A Boutique Event Center** rental space (hereinafter referred to also as **MEET**) can be rented for private events, intimate weddings, meetings, rehearsals, workshops, and other activities as agreed upon. Paid rental time period includes one (1) hour setup and one (1) hour cleanup time. Space may be booked via mail, email or phone. Space is not guaranteed until a deposit is made and the Rental Agreement has been completed and signed by the renter.

Payment: Renters **MUST** pay in full thirty (30) days before the time of each rental period before the time it is used. Meet Boutique Event Venue accepts PayPal @ meet@hungrove. Additional options for payment: MasterCard, Visa, American Express and Money Orders or cashier's check made payable to **A 'Mire LLC d/b/a MEET. NO CHECKS & NO CASH.** Renters will receive a receipt. A late fee of \$35 per month will be charged for any accounts that are past due. Late payments will be charged to the credit card on file or payments can be made as listed above.

Refund: The Damage Deposit will be returned if there are no damages to the event center, structures, and equipment, and all the conditions listed under the "Housekeeping" section of this contract must be met at the end of the event. Cancellation must be in writing (email or letter) with a confirmation from **MEET** that your notice was received. **There are no refunds if cancelled less than 30 days before the event.**

Renter will not hold and will not permit, an event involving persons in a given space within the premises, or on the premises as a whole, in excess of the number of persons who are permitted by applicable fire and/or building codes in such space or in the premises as a whole, as applicable. The rental capacity is up to 85 people seated/125 reception style. The courtyard is an extension of the event center; the capacity recommended is not to exceed an additional 125 people.

Cancellation: Space may be cancelled via mail, email or phone within 30 days' notice. (See Refund Above)

Food and Beverage: The facility has a warming kitchen included for your use. Crock Pots are permitted. **FOOD IS NOT TO BE COOKED INSIDE OR NEAR THE EVENT HALL. ALL COOKING AND/OR HEATING SOURCES, EXCEPT CROCK POTS AND COMMERCIAL WARMING SOURCES, ARE PROHIBITED.** All caterers, event planners, and vendors must be accompanied by the renter.

Alcohol Permit: Alcohol may be sold at private events if the renter does the following: Purchase a banquet permit license and purchase a "Special Events Endorsement" from his/her insurance company that list **MEET**, as "also insured". Copies

of both documents must be provided before rental to meet@hunsgrove.com. Renter may not charge for alcohol unless an insurance policy naming A 'Mire LLC d/b/a MEET as an additional insured has been obtained by Renter and evidence of such insurance has been delivered to **MEET**. Renter assumes all responsibility for the building during the gathering hours.

Security: Renter **SHALL** pay **MEET** to provide for a uniformed police officer, \$30 per hour at all events **with alcohol, all weddings, wedding receptions and any events starting at 5:00 PM and after**. Each renter assumes responsibility for the security of the space during each rental period. Renters are required to return the space to a secure state upon leaving by, cleaning then turning off all lights. Security is will remain until the doors are locked and all guest have disbursed.

Smoking/Incense/Flames: **Smoking is NOT permitted on the premises.** Candles, incense or open flames of any sort are **NOT** allowed.

Props: Props need to be constructed in such a way that they cause no damage to the floor, walls furniture or any items and materials provided by MEET. Wall items are **NOT** permitted, including nails, staples, cellophane tape, masking tape or tacks of any kind can be placed on the walls. Rice, confetti, glitter, gum, silly string and fog machines are not allowed inside the facility. All props must have felt padding or protective covering on any part that rests on the floor. Fixed items throughout the premises, including mirrors, pictures, and kitchen appliances are not to be removed or dismantled and shall remain in the same condition as they were found. Liquid fountains of all types are prohibited.

Storage: Renters may NEVER leave any equipment, props, or personal belongings anywhere in the event space, bathroom or outside of the building. Items left will be charged the \$35.00 hourly rental rate and storage. Items will be discarded if not removed within three (3) days of the event. MEET is not responsible for any items left behind.

Emergencies: For any emergency situations including accidents, health crises, criminal activities, or fire, call 911. There is no phone available at the event center. It is advised to have a cell phone close at hand. Renter shall notify MEET staff within twenty-four (24) hours of any incidents and shall fill out a MEET incident report.

Damage: Each renter will assume full responsibility for any damage during the renter's scheduled event time. Each renter agrees to pay in full for repair or replacement of any item or structure damaged by the renters or by performers, collaborators, students or guests invited to **MEET** by the renter. Full payment for damage shall be made within ten (10) days of the damage and shall pay \$35.00 per day.

Liability: Each renter assumes liability for injury of any persons they invite to the rented space. **MEET and The Village at Huns Grove do not** assume any responsibility nor liabilities. All events with ages 16-18 must have two adult supervisors.

Housekeeping: Each renter assumes responsibility for returning the event to the same state it was at the time of rental before they leave. All lights, heater, fans, and electrical equipment must be turned off. Trash and litter must be removed and placed in the garbage dumpster behind the building. Please sweep if necessary and leave the event space in the best possible condition for the next renter. If agreed upon and permitted, any moveable item that is relocated from its original place must be returned to their original location.

Other: All computers, laptops, and computer equipment must be plugged into a surge protector. **MEET** will not be responsible for any electrical damage to the electronics equipment.

Parking and Loitering: Parking is available in the front and back of Huns Grove. Any parking on the property of the adjacent owners or businesses or on the road adjacent to Huns Grove will be at your own risk. There shall be **NO LOITERING**. All events will end on or before 12:00 midnight.

Contracts: Renters will sign and submit the attached contract along with a copy of your driver's license before using **MEET's** space.

Thank you for your business!

Be kind to the neighbors, be respectful when parking, be aware of noise levels.

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RENTER'S INFORMATION:

First Name: _____ Last Name: _____ Middle Initial: _____

Address: _____ City _____ State _____ Zip _____

Contact Information: _____ (Cell) _____ (Other) _____

E-mail Address: _____ @ _____

Rental Date Requested: Month _____ Day _____ Year _____

- Alcohol will be served
- I acknowledge that Alcohol WILL NOT be served. Violation of this policy will forfeit my deposit.
- Security needed (required for events after 5:00 PM, weddings and wedding receptions)
- Tablecloths and table décor will be used
- Speaker & Mic Rental
- Projector & Screen Rental
- Copy of Driver's License Attached
- Dinner Style Event _____ Reception Style Event

Set Up Time: _____ AM _____ PM Rental End Time: _____ AM _____ PM

Time Event Will Start: _____ AM _____ PM

Type of Event: _____ Number of People Expected: _____

Notes:

Form of Payment: _____ PayPal _____ Credit Card _____ Cashier's Check _____ QuickBooks

I have read and understand the rental agreement. I understand that A 'Mire LLC d/b/a MEET is not responsible for any items lost or stolen from the event space. A 'Mire LLC d/b/a MEET is not responsible for any injury or damage to persons occurring during my rental period. I agree to hold A 'Mire LLC d/b/a MEET harmless from any liability on account of any and all injuries or damage(s) arising from use of the space. I acknowledge that alcoholic beverages are NOT permitted at ANY event without a uniformed officer. Violation of this policy will result in the forfeiture of the deposit.

Renter's signature:

Date:

Manager's Signature:

Date: