

**The Cypress Barn / Affordable Events, LLC**  
**SINGLE EVENT RENTAL AGREEMENT AND USE RESTRICTIONS**



Date \_\_\_\_\_  
 Applicant Name (s) \_\_\_\_\_  
 Company Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City/State/Zip \_\_\_\_\_  
 Phone/Cell Number \_\_\_\_\_  
 Email Address \_\_\_\_\_

Describe Type of Event \_\_\_\_\_  
 Date of Event \_\_\_\_\_  
 Time of Event \_\_\_\_\_ AM  PM   
 Appx. # of People Attending \_\_\_\_\_  
 Alcohol YES  NO

Affordable Events, LLC, and the undersigned APPLICANT hereby agree to the following terms and conditions of this SINGLE EVENT RENTAL of the real property and improvements known as THE CYPRESS BARN, located at 2069A Bruce Rutherford Road, Siloam Springs, Arkansas 72761, as follows:

1. **RENTAL PAYMENT** — APPLICANT hereby agrees to pay rent for use of the premises for the event described above in the amount of Fifty percent (50%) of the rental amount shall be due and payable upon execution of this Agreement. The rental balance is due no later than thirty (30) days prior to your event as scheduled above. In the event the rental balance is not paid when due, Affordable Events, LLC, may in its sole discretion deem the contract terminated upon written notice to APPLICANT and all prepaid rental deposits shall be forfeited by APPLICANT.
2. **USAGE** — APPLICANT shall be entitled to use the property, including the barn and surrounding grounds between the hours of \_\_\_\_\_ AM./PM. and \_\_\_\_\_ AM./PM. on \_\_\_\_\_ 20\_\_\_\_\_ for the event as described above and no other purpose.
3. **DAMAGE DEPOSIT** — APPLICANT shall pay a damage deposit in the amount of \$500 no later than thirty (30) days prior to the scheduled event. The damage deposit will be refunded within ten (10) days following the scheduled event if the premises are returned in the same condition as existed prior to the event. Any amount withheld from the damage deposit for damages will be summarized in writing and the actual or estimated cost for repairs shall be deducted from the deposit and the balance refunded to APPLICANT.
4. **ACCIDENTS and INDEMNITY BY APPLICANT** — APPLICANT shall defend and indemnify Affordable Events, LLC and hold Affordable Events, LLC, harmless from any and all liability, damages, costs, or expenses, including attorneys' fees, arising from any act omission, or negligence of APPLICANT, or the officers, contractors, licensees, agents, servants, employees, guests, invitees, or visitors of the APPLICANT in or about the premises; or arising from any accident, injury or damage, howsoever and by whomsoever caused, to any person or property occurring in or about the premises. Affordable Events, LLC shall not be liable for any loss or damage to person(s) or property sustained by APPLICANT or other persons, caused by the building or improvements, or any appurtenances thereto, being out of repair or by the bursting or leakage of any water, gas, sewer, or any theft or vandalism; or by any other cause of whatever nature.
5. **IMPOSSIBILITY OF PERFORMANCE** — Affordable Events, LLC shall be released of its obligations to perform under this Agreement in the event of Acts of God, including flooding, inability to obtain labor and materials or reasonable substitutes for labor and materials, governmental restrictions, governmental regulations, governmental controls, judicial orders, enemy or hostile governmental actions, civil commotions, fire or other casualty, or other causes beyond the reasonable control of Affordable Events, LLC.
6. **USAGE OF ALCOHOL** — APPLICANT assumes all liability for alcohol and consumption. APPLICANT supplies all alcohol. **Open Bar (self serve) is not allowed. APPLICANT must have someone tending bar and overseeing alcohol consumption. NO ALCOHOL SERVICE TO MINORS. Alcohol beverages should be wine, beer, champagne unless served by a licensed caterer/bartender. Affordable Events, LLC assumes no liability for alcohol service or consumption. We advise you to check with your insurance agent to ensure you have adequate coverage for your event. A copy of said policy should be provided prior to event.**
7. **CANCELLATION POLICY** — APPLICANT must notify in writing of a cancellation. Any notice of cancellation received less than (120) days prior to the scheduled event shall result in a forfeiture of APPLICANT'S deposit.
8. **DECORATIONS** — All decorations must be free-standing and removed after the event. Push-pins may be utilized by APPLICANT. Use of nails, screws and staples are prohibited. No open-flame candles are permitted. Covered candles may be utilized provided all such candles are located in the center of each table and not on a barn ledge. Use of rice, bird seed and similar confetti is expressly prohibited.
9. **REHEARSAL** — All rehearsal times must be scheduled with Affordable Events, LLC.
10. **DELIVERIES** — Scheduling of all deliveries is the APPLICANT'S responsibility. APPLICANT must make arrangements to meet with individual vendors, including florists, bakers or food suppliers at the premises.
11. **MUSIC** — Music supplied by APPLICANT must be kept at a reasonable volume at all times. All music must be terminated no later than 10:00 pm Sunday -Thursday and 11:00 pm Friday and Saturday unless preauthorized by Affordable Events, LLC.
12. **CLEAN-UP** — APPLICANT is responsible for the cleaning up of the premises after the event. All garbage must be bagged and placed outside in the trash dumpster. All tables need to be folded and placed against the wall of the barn. All chairs must be stacked next to tables. Affordable Events, LLC is available to assist with clean-up at an hourly rate of \$20. All clean-up assistance must be arranged prior to event.
13. **PERSONAL ITEMS** — Affordable Events, LLC is not responsible for lost or stolen personal belongings. All personal belongings must be removed by APPLICANT upon termination of event. Affordable Events, LLC is not responsible for personal property left at the premises after your event.
14. **NO SMOKING IN BARN AREA** — Smoking is expressly prohibited inside the barn. Smoking is allowed outdoors only. Please inform guests they are to utilize the buckets with sand when smoking. All cigarette butts left on the grounds must be removed by APPLICANT during clean-up.
15. **NO ANIMAL /PETS** — The presence of animals or pets on the premises is prohibited for all events. A special exception can be requested.

**THIS RENTAL CONTRACT is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.**

APPLICANT: \_\_\_\_\_ By: \_\_\_\_\_