

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



Date \_\_\_\_\_  
 Name(s) of Applicant \_\_\_\_\_  
 Phone # of Applicant \_\_\_\_\_  
 Email Address \_\_\_\_\_  
 Address \_\_\_\_\_  
 City/State/Zip \_\_\_\_\_  
 Type of Event \_\_\_\_\_

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

1. **Rental Payment.** Applicant hereby agrees to pay rent for the use of the premises for the event described above in the amount of \$ \_\_\_\_\_. \$500 or 50% of the rental be shall 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, The Cypress Barn, may in its sole discretion deem the contract terminated upon written notice to Applicant and all prepaid rental and deposits shall be forfeited by Applicant.
2. **Usage.** Applicant shall be entitled to use the property, including barn and surrounding grounds between the hours of \_\_\_\_ a.m./p.m. and \_\_\_\_ a.m./p.m. on \_\_\_\_\_, 20\_\_\_\_. All times including rehearsal must be scheduled with The Cypress Barn.
3. **Deposits and cancellation policy.** Applicants must notify in writing of a cancellation. **Deposits for events are NON REFUNDABLE if event is canceled.** If date agreed to above is kept the deposit amount will be applied to the total owed. Applicant shall provide payment for damage deposit by giving credit card information or paying \$300 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 form 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 attorney's 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, LOLC, shall be released of its obligations to perform under this Agreement int 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 government 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 licensed caterer/bartender. Affordable Events, LLC, assumes no liability for alcohol service or consumption. We advice you to check with your insurance agent to ensure you have adequate overage for your event. A copy of said policy should be provided prior to event.
7. **Smoking.** NO SMOKING in the Barn Area. Smoking is expressly prohibited inside the barn. Smoking is allowed outdoors only. Please inform guests the are to utilized the buckets with sand when smoking. All cigarette butts left on the grounds must be removed by Applicant during clean up.
8. **Decorations.** All decorations must be free-standing and removed after the event. Push-pins may be utilized by Applicant. Use of nails, screws, staples and tape are prohibited. 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. Failure to comply with set prohibitions will result in a fee as stated in item 3.
9. **Music.** Music supplied by Applicant must be kept at a reasonable volume at all times. All music must be terminated no later than 10:00p.m. Sun-Thurs and 11:00 p.m. Fri-Sat. unless pre-authorized by affordable Events, LLC.
10. **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. If Applicant wishes to leave personal belongings past scheduled time above, Applicant will be charged a fee.
11. **Set up and clean up.** Applicant is responsible for the cleaning up of the premises after the event. (See item 3). All garbage must be bagged and placed outside in the trash dumpster. All tables and chairs need to be folded and placed against the wall of the barn. Affordable Events, LLC is available to assist with set-up at an hourly rate of \$20.00 per person with a two person minimum. All clean up assistance must be arranged prior to event. Applicant is always in charge of their own trash.
12. **Parking.** Applicant is responsible for hiring parking attendants for events over 200 persons. A parking map given to applicant. Approved parking attendants by Affordable Events, LLC, can be used only for an hourly rate of \$15 per person with a two person requirement.
13. **Animals.** The presence of animals or pets on the premises is prohibited for all events. Special exceptions will be made for any person needing assistance such as seeing eye dog or if companies with clean up policies are hired for outdoor only.
14. **Heating and Air.** If Applicant is using Heat/AC units, they must be turned off EACH night when leaving. If Applicant uses Heat/AC the large barn doors are NOT to be opened while either unit is running. Failure to comply will result in an additional fee.
15. **Lighting.** Lights can be used at Applicant's discretion. All lights must be turned off when leaving barn for the day/evening. If a strand on the ceiling goes out after decorations have been put up Affordable Events, LLC, will not replace it.

APPLICANT'S SIGNATURE: \_\_\_\_\_

Date entered into contract is \_\_\_\_\_ of \_\_\_\_\_ in the year \_\_\_\_\_.