

THE SMITHFIELD MEETING PLACE

135 N. 3RD ST.
SMITHFIELD, N.C. 27577
919-938-0313

Contract

PLEASE READ THE TERMS AND CONDITIONS SET OUT BELOW VERY CAREFULLY. AFTER YOU READ THESE TERMS AND CONDITIONS, PLEASE ACKNOWLEDGE THE SAME BY INITIALING IN THE SPACES PROVIDED ON THE AGREEMENT.

1. ____ The undersigned hereby agree that they, all of their licensees, invites and guests (The "Lessee") will use The Meeting Place and the adjacent area at their own risk and do hereby indemnify and hold harmless The Meeting Place and all it's employees, directors, and officers (The "Lessor") from any and all personal and property harm and injury, that might occur to said "Lessee."
2. ____ The "Lessee" assumes full responsibility for all actions by themselves, their Licensees and invitees.
3. ____ The "Lessee" agrees that the rental period shall be from ____ on the ____ day of _____, 20__ - To ____ on the ____ day of _____, 20__. The "Lessee" hereby agree to vacate the premises within 15 minutes of the ending time.
4. ____ The "Lessee" agrees to abide by and enforce all rules of the building as stated herein and posted within and around The Meeting Place.
5. ____ The "Lessee" agree to a security deposit in the amount of \$_____ which deposit shall be forfeited, in whole or part, if any of the rules as set out herein, in the sole determination of the "Lessor," are broken. Deposit must be cash, money order, or check made out to "The Meeting Place." This is due at the day of booking and signing of contract.
6. ____ The "Lessee" agrees to have the building in a clean and orderly manner, as determined by the sole discretion of the "Lessor." The "Lessor" will discuss expectations with "Lessee." If standard is not met there will be a separate cleaning fee deducted from security deposit.
7. ____ The "Lessee" agree that the maximum number of people to attend the event during the rental period shall no exceed ____ people (estimate).
8. ____ The "Lessee" agree to the following rental fee: The hourly/daily rental amount shall be \$_____ + the security deposit in the amount of \$_____ for a total amount of \$_____ for the period being rented.
9. ____ A %50 deposit of the hourly/daily rental amount is due upon the execution of this contract in addition to security deposit as stated in item 5. The remainder of your rental amount is due no later than 2 weeks prior to your event.
10. ____ The deposit is non-refundable if the event is cancelled by the "Lessee" less than 60 days prior to contracted date (item 3). If cancelled 60 days or more to the rental date; the deposit (less a 20% fee) is refundable. A change of date (item 3) must be negotiated 60 days or more in

advance to avoid an additional, non-refundable \$_____ fee (15% of the total rented amount or \$25.00 minimum) due at the time of the change. Event must be rescheduled within 1 year.

11. _____ There shall be absolutely no alcoholic beverages served and/or consumed in and on leased premises without the express written consent of the "Lessor." In the event written permission is obtained for the serving of alcohol by the "Lessee" on the premises during the rental period, the "Lessee" hereby agrees to be fully responsible for any and all matters relating to the serving of said alcohol that may be enforced by the proper authorities, including any permitting or licensing requirements as well be totally responsible for determining that the licensees, invitees, and guests of the "Lessee" that are served alcohol are legal drinking age. (said license of permit must be presented to "Lessor" prior to the event displayed in a prominent place; at all times during rental period. The "Lessor" assumes no responsibility whatsoever for the serving and/or consumption of alcoholic beverages on the premise during the lease period and the "Lessees" hereby agree to indemnify and hold the "Lessor" harmless from any and all damages and claims of whatever kind, including but not limited to social host liability and/or shop laws, that may arise there from.
12. _____ The "Lessor" may in it's sole discretion, determine if it shall be necessary for the "Lessor" to employ police officers for the rental period. If the "Lessor" determines that police are necessary the "Lessee" shall contract for the number of police officers that the "Lessor" deem necessary. The "Lessee" agree to pay the police officers the contracted fee set forth by the police officers in advance.
13. _____ There shall be absolutely no weapons of any kind allowed on the premises with the exception of those weapons carried by authorized law officers.
14. _____ The "Lessee" agrees to ensure that all licenses, invitees, and guests remain within the building area for the duration of the event. Under no circumstance will loitering be allowed in the parking areas of the premises. The "Lessee" agrees that it is their responsibility to enforce this policy.
15. _____ The "Lessee" agrees that no guests or invitees are to park in the Post Office parking lot. Parking will only be permitted in the areas determined by the "Lessor."
16. _____ The "Lessee" agrees to ensure that no objects are thrown inside/outside the building area. The "Lessee" assumes responsibility for any damages done to the area by any of the "Lessee" as previously defined. The "Lessee" will be held financially responsible for any and all related expenses should this occur.
17. _____ The "Lessee" agrees that The Meeting Place may cancel this rental agreement at any time, for any reason. Should The Meeting Place cancel this rental agreement, the "Lessee" shall be entitled to a refund of any deposits paid.
18. _____ The "Lessee" by signing this agreement, do hereby acknowledge that they have read and fully understand this agreement and that they will assume fully responsibility for all actions of the said "Lessee" as defined above and that they will abide by all of the rules as set out herein.
19. _____ Failure to follow these rules as well as all applicable local ordinances and state and federal

statue will result in a breach of contract and the "Lessor" may revoke this contract and the rights of said "Lessee" immediately upon said breach and the "Lessee" shall be deemed to be trespassers upon said breach and the "Lessor" shall have the right to enter premises and demand that the "Lessee" vacate said premises immediately without incurring and liability whatsoever and such breach may result in a forfeiture of all deposits and fees.

20. _____ An additional fee may be charged, at the sole discretion of the "Lessor", if "Lessor" determines that the "Lessee" have not abided by all of the rules and left the building and all appurtenant premises in an unacceptable condition.

_____ I have received a copy of The Meeting Place "Rules and Regulations" as part of this contract.