

CHEROKEE COUNTY HISTORY & ARTS MUSEUM

Rental Agreement

EXHIBIT A - RENTAL RATES & POLICY

“ALL RENTAL DEPOSITS ARE NON-REFUNDABLE”

Rental Configuration and Options	Initial Fee (up to 8 hour rental) between 8AM-11PM	TOTAL
Event Hall w/ Kitchen (Event Hall Entrance)	\$800	
Foyer w/ Kitchen	\$600	
Event Hall & Foyer w/ Kitchen	\$1,100	
Event Hall, Foyer and Pavilion Grounds w/ Kitchen	\$1,300	
Pavilion Grounds with Foyer restroom access	\$400	
Pavilion Grounds & Foyer w/ Kitchen	\$800	
Refundable Security/Damage deposit charged on ALL Rentals	\$200	
*Additional Attendant may be required (price per Attendant)	\$100	
** Add Foyer Entrance to Event Hall Rental	\$100	
***Friday Set Up (10AM-4PM only) if available	\$60	
**** Rate per Hour after 1st 8 Hours	50/hr.	
	Rental Sub Total	

EXTRAS AVAILABLE (Advance arrangements required)

Audio/Visual access (microphone, LCD projector/screen, (2) 48" flat screens, sound system)	\$50	
Polyester Tablecloths each	\$5	
Cotton Tablecloths each	\$15	
Podium Brown	\$25	
Podium White	\$20	
Large Easels	\$15	
Museum Admission Group Rate each person	\$3	
	Extras Sub Total	
	TOTAL	\$

* Number of Attendants required determined by type event, number of people and spaces used.

** For Access & Egress only w/ parking on Pavilion Grounds, Foyer not included in Rental Space.

***Must verify availability for early set up.

****8 Hour Rental includes set up. Additional hours \$50/hr. Hours of access 8AM-11PM

***** No food or drink allowed in Museum

- A Nonrefundable Rental Deposit in the amount of 25% of the total rental due at reservation.
- Security/damage deposit (\$200) is refundable within 2 weeks after rental only if the facility is left in acceptable condition with no damage.
- All payments and deposits are due in full no later than 2 weeks before Rental.
- Renter responsible for Set Up.
- CHAPS tables & chairs included for INDOOR rentals (not available for outdoor/Pavilion use).
- Event Hall Rental includes Stage (must verify availability) and access to optional Audio/Visual pkg.
- Rental dates will not be confirmed more than 12 months in advance.
- All permits such as noise, alcohol sales, etc. are the responsibility of the Renter
- RENTER MUST THOROUGHLY REVIEW EXHIBIT B PROPERTY USE GUIDELINES BEFORE SET UP.