



RENTAL AGREEMENT

This agreement provides the terms & conditions of the rental of Flight Lounge, 929 N US HWY 69, Huxley, Iowa 50124, facility by the renter as follows:

1. RESERVATION DATES

Subject to the approval of an authorized representative of Flight Bar + Grille, the Flight Lounge is reserved for the sole use of the renter and its guests. Renter is responsible for full payment of the room rental via a Toast invoice upon booking. No date is reserved until payment is received and the below contract is signed. A credit card will be held on file in the event that the reservation goes beyond the booked time—a charge of \$100/hour will be initiated if the event surpasses 15 minutes beyond the conclusion of the rental time. Reservations must be made a minimum of 7 days prior to the agreed upon rental date.

2. CANCELLATION OR POSTPONEMENT

You may cancel at any time, you will receive a refund of 50% of the room reservation. All cancellations, postponements or alterations need to be made via email—this is for the protection of the renter as well as Flight Bar + Grille.

3. RENTAL FEES

	GENERAL PUBLIC	FLIGHT CREW MEMBER
Hourly Rate	\$100	\$75
Half Day 5 hours	\$400	\$300
Full Day 10 hours	\$700	\$525

- ★ 1 complimentary event staff member is included in any rental of the Flight Lounge

4. LIABILITY DISCLAIMER

Flight Bar + Grille assumes no responsibility for stolen, lost, or damaged personal items of the renter or the renter's guests.

5. AVAILABILITY

The renter understands that reservations of the facility do not guarantee its availability. Events beyond the control of the Flight Bar + Grille, such as fire,

vandalism, flood, pandemic, etc. may render the facility unavailable for rental use. If the facility is unavailable on the reserved date for any reason, renter's sole remedy will be a return of any fee paid for the facility.

6. GENERAL RULES

Renter agrees to adhere to the following rules:

- Absolutely no nails, pins or any other type of fastener of any nature is allowed on the walls of Flight Lounge. If repairs are required, they will be charged at the renter's expense.
 - Exception: painter's tape is the only permissible adhesive to be used on the walls of Flight Lounge. All tape must be removed before the conclusion of the rental time.
- Absolutely no glitter of any sort is allowed. If glitter is found inside Flight Lounge or on any tables or linens, additional cleaning fees will be assessed at \$150 per hour.
- No standing on tables or chairs
- Fire exits may not be blocked
- Maximum capacity for the facility is 60 persons
- No items may be moved to or removed from the adjacent restaurant–Flight Bar + Grille. This includes but is not limited to: chairs, tables, decorations, glassware, flatware, **food or beverage**.
- Children must be supervised at all times.
- Absolutely no one will be served unless they have an ID. If a minor is found drinking alcohol, they will be escorted from the premises immediately.
- Absolutely no outside alcoholic beverages are allowed onto the property. Anyone found bringing alcoholic drinks/coolers onto the property will have their coolers/alcohol confiscated for the first warning. A second warning will result in the renters and their guests will be escorted from the premises.
- Smoking/vaping of any kind is not permitted inside Flight Lounge. Smoking is allowed in the parking lot of the building and must be disposed of properly.
- Real candles or fire of any kind are not permitted–renters may bring battery operated candles.

7. ROOM SETUP + CLEAN-UP

Room setup and clean up will be **included in the reservation time**—consider this time when booking. Room access will be granted at the start time of your reservation. Clean-up is required to be completed prior to the conclusion of the reservation. Credit card on file will be charged \$100/hour if clean up surpasses 15 minutes after the agreed upon time. Any decorations or items left behind after the event will be thrown away immediately. Additional cleaning fees will be assessed at \$150 per hour.

8. RENTERS OBLIGATION

Any and all damage to the Flight Bar + Grille, and its property, will be the responsibility of the renter. You will be contacted within 5 business days if there is any damage to the property; at this time an estimate of the damage and photo evidence will be provided. The renter will have 15 days to provide payment to Flight Bar + Grille

for the damage incurred. The renter is also responsible for their guests and their actions.

9. PREMISES LIABILITY INDEMNIFICATION

In consideration for the rental and use of the facility and as a duly authorized representative of the organization or group renting the facility, the renter hereby agrees to indemnify and hold harmless Flight Bar + Grille, its agencies, and employees, for any injuries, expenses (including attorney fees) to any persons or causes of actions by any persons which may arise out of or in the course of the usage of the facility.

10. LIVE MUSIC

Karaoke and live music are not permitted at Flight Bar + Grille.

11. BAR SERVICES

Flight Bar + Grille will provide all bar services. No outside alcohol will be allowed to be brought onto the property**. At the conclusion of the event, all unclosed bar tabs will be subject to a 20% gratuity charge. Absolutely no one is allowed behind the bar in Flight Lounge other than employees of Flight Bar + Grille.

Flight Bar + Grille and Flight Lounge are separate entities; as such, renters and guests of the Flight Lounge will not be permitted to purchase alcoholic beverages from the bar of Flight Bar + Grille. If the renter requests alcoholic beverages be served at their event, a Flight Bar + Grille attendant will be scheduled.

- Special order cans or bottles must be prepaid two weeks prior to the event date.
 - Renter may retain leftover prepaid cans or bottles after their reservation

**Wine may be brought onto the premise, a \$20 corking fee will be assessed per bottle

12. CATERING SERVICES

1 - 25 GUESTS	26+ GUESTS
<u>INDIVIDUAL ORDERS</u> The kitchen of Flight Bar + Grille can accommodate ordering from our regular menu. Flight Bar + Grille's menu changes seasonally—guests will order from the current menu available on the date of their event.	<u>INDIVIDUAL ORDERS</u> Not accepted. See catering options. <u>CATERING</u> Flight Lounge provides in-house catering services Sunday thru Thursday. For Friday and Saturday events, Flight Lounge has a list of preferred caterers. A 50% retainer is due once the menu has been finalized.

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All vendors must be approved by a representative of Flight Bar + Grille. Flight Bar + Grille, or one of its preferred caterers, will provide all food services. No outside food will be allowed to be brought onto the property (desserts may be brought onto the premises by the renter). Renters, or their caterers, are responsible for providing all materials necessary for outside food brought in including but not limited to: flatware, napkins, serving utensils and condiments.

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PREFERRED CATERERS

- WHATCHA SMOKIN'
403 Iowa Avenue, Luther, IA 50152
515-257-7490
- B FABULOUS
600 Linn Street B, Slater, IA 50244
515-597-8256
- HY-VEE
3800 Lincoln Way, Ames, IA 50010
515-292-5580

13. USE OF AUDIO/VISUAL EQUIPMENT

The rental of Flight Lounge includes the use of its audio/visual equipment. This includes access to two 120" projectors as well as two microphones upon request. Projectors can be used for television or other visual presentations. Pay-Per View is permitted at renter's expense, and must comply with all commercial viewing regulations. Payment for Pay-Per View will be due on the date of the event. Audio/Visual equipment must be used appropriately at all times—any inappropriate use will result in a loss of privilege for the equipment—no exceptions. All audio/visual equipment is to be set up and operated independently by the renter. The Flight Lounge is not responsible for any technical difficulties and strongly encourages renters to schedule time prior to the event to test any audio/visual needs.

By completing the booking process and selecting the acknowledgment checkbox, I confirm that I have read, understand, and agree to abide by the terms, conditions, and policies outlined in the Rental Agreement. I acknowledge that electronic acknowledgment is legally binding and has the same effect as a handwritten signature.