

MINE CREEK

EVENTS

870-279-4012

100 S. Main, Nashville, AR

VENUE FOR WEDDINGS, BIRTHDAY PARTIES, BUSINESS MEETINGS, SHOWERS, PARTIES

EVENT VENUE CONTRACT

www.minecreekevents.com

1. **RENTAL LENGTH AGREEMENT:** *Owners Initials* _____

☐ Weekday Rental – Monday through Thursday (8am to Midnight) - **\$200 Daily**

(Note: Minimum Rental is \$200 even if renting for 1 hour)

☐ Weekend Rental – Friday through Sunday (8am Friday to Sunday Midnight) - **\$1,000**

☐ Weekend Rental – Friday, Saturday, Sunday – 2 Days Together (8am to Midnight) - **\$750**

☐ Weekend Rental – Friday, Saturday, or Sunday – 1 Day Only (8am to Midnight) - **\$400**

2. **VENUE TYPE (Approximately 125 Max. Capacity):**

☐ Wedding

☐ Birthday

☐ Business Meeting

☐ Party

☐ Other _____

3. **CLEANING FEE:**

☐ Single Day Rental – **\$150**

☐ Two to Three Day Rental – **\$250**

4. **DEPOSITS/PAYMENTS DUE:**

a. **\$250** Security Deposit Due (Note: Rental will **ONLY** be reserved once Deposit is Paid)

i. Deposit will be returned 10 Days after the events as long as there is no damage. If any damages that exceed the amount of the security deposit shall be the responsibility of the person financially responsible for the event.

ii. Note 1: If **excessive** cleaning is required additional fees may be incurred.

iii. Note 2: **All Tables, Chairs, Furniture, and any/all items MUST be left the way they are upon arrival of rental. If not, additional fees may be incurred.**

b. Deposit Due Immediately to Reserve Rental Date (Deposit Refundable up until 2 Months Prior to Date)

- c. 100% Due 1 Month Prior to Rental Date

5. CANCELLATIONS:

- a. Cancellation made Less than 2 Months to Rental Date will forfeit Deposit
- b. Cancellations made Less than 1 Month to Rental Date will receive no refund

6. ITEMS INCLUDED:

- a. 125 (Approximately) Max Capacity
- b. 125 Wood Crossback Chairs/Qty 12 of 8' Rectangular Tables & Qty 12 of 5' Round Tables Available
 - i. Optional White and Black Table Cloths Available for All Tables

NOTE: Tables/Chairs will be stacked and can be set up/used by the renter. But must be restacked and left how they were upon arrival. Set-up and Decorating is NOT included.

- c. Wifi Included
- d. Mens / Womens Bathrooms – Handicap Access
- e. Mens / Womens Changing Rooms w/Mirrors
- f. Kitchen (Residential Size Refrigerator/Freezer, Mop Sink, Sink and Prep Space)
- g. Sound System, 2 Wireless Microphones, 75" TV with HDMI Hook-up for Laptop

7. CATERING & WEDDING PLANNER:

- a. Food Catering – That company must provide certificate of insurance (they must list Mine Creek Events as additional insured)
- b. Wedding Planner – If using a Wedding Planner, they must provide a specialty insurance policy.

8. DECORATIONS:

Decorations may not be hung with tape, command strips, wire, staples, nails or screws anywhere on the property. All decorations must be removed without leaving damages directly following the departure of the last guest, unless special arrangements have been made between the Client(s) and the venue.

No Kids Paint or Markers to be used on Floors, Walls, Fixtures, Etc.

Note: NOT responsible for personal injury of ladder usage.

9. SMOKING:

No Smoking inside Mine Creek Events

10. PETS:

No Pets Allowed inside Mine Creek Events

11. CHILDREN:

All Children must be supervised at all times

12. PERSONAL AND ABANDONED PROPERTY:

Mine Creek Events assumes no responsibility for any property placed in the facility or on the premises or any property that is left on the premises after the event is over.

13. DAMAGES AND INCIDENTS:

- a. Mine Creek Events is NOT Responsible for accidents, incidents, or damages caused to personal property or individuals.
- b. Any damages to the facility caused by personal property or person, will be the responsibility of the client/renter.

14. PARKING:

- a. Parking is “first come – first serve” around the Building. Additional parking lot is available up the hill west of Regions Bank.

DATE OF EVENT RENTED: ??

Note: Day of Event – Code to Key Lock Box will be given.

Note: Contract is ONLY Valid after Full Payment, including Security Deposit, is Received.

CLIENT/RENTER: XX | Email: [XX](#)

Signature: _____

I hereby certify that the signature above is the individual financially responsible for renting the facility as well as damages that could be incurred.

MINE CREEK EVENTS: Caleb Conrad | Email: minecreekproperties@gmail.com

Signature: _____