

## The Slater Station RENTAL AGREEMENT (effective 07/27/22)

This agreement provides for the terms & conditions of the rental of The Slater Station facility by the renter as follows:

1. **Reservation Dates** - Subject to the approval of the authorized representative of The Slater Station, the facility is reserved for the sole use of the renter and guest for the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. Rental of the facility will be from \_\_\_\_\_. There will be a \$150 per hour fee for anyone that goes past the rental timeframe.

2. **Cancellation or Postponement** - If renter provides written notice of cancellation of the facility reservation to The Slater Station, the deposit shall be refunded.

3. **Base Rental Fee** - The base rental fee for the facility shall be \$100 per hour during normal open hours or \$50 per hour for normal closed hours for the event. Half of the rental of the facility is due at time of booking with the other half due 24 hours prior to the date of the event.

4. **Liability Disclaimer** – The Slater Station LLC assumes no responsibility for stolen, lost, or damaged personal items of the renter or the renter's guest.

5. **Notification** - The renter must notify The Slater Station Owner by email [ardie@slaterstation.com](mailto:ardie@slaterstation.com) within 48 hours of any accident or injury occurring at The Slater Station during the rental event at the facility. Renter agrees to provide such information complete with documents as may reasonably be requested by the The Slater Station regarding any accident or injury.

6. **Availability** - The renter understands that reservations of the facility do not guarantee its availability. Events beyond the control of The Slater Station, 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.

7. **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 our walls.
- Magnets will be provided to hang items on tin walls.
- Absolutely NO glitter of any sort is allowed. This is not limited to glittered jars, decor, glittered ribbon, confetti, sequins, etc. If this is found after the event, additional cleaning fees will be assessed at \$50 per hour.
- No standing on tables or chairs.
- Fire Exits cannot be blocked.
- Maximum capacity for the facility is 85 persons.
- No items, including tables and chairs may be removed from the building for any reason.
- Children must be supervised at all times. This goes for inside the facility and outside. We

are located on a public street near a bike path. The Slater Station LLC and their employees will NOT be responsible for any children.

- Absolutely no one will be served unless they have an ID. If a minor is found drinking, they will be asked to leave with no warnings. NO exceptions!
- Absolutely NO outside beverages are allowed to be brought onto the property. Coolers included. Anyone found bringing alcoholic drinks/coolers onto the property will have their coolers/alcohol confiscated for the first warning, 2nd time will be asked to leave the property. This will be enforced by the employees/owners on site. We do reserve the right to check on the premises anytime during the rental.
- Smoking/vaping is allowed in the outside designated area only. And must be disposed of properly.
- Real candles are allowed, they must be fully enclosed in a vase and or container. Taper candles must be fake. Real are not allowed.

8. **Clean up and Decorations-** Decorating must be done during the rental time. Clean up is required the end of the event. Any time past the rental ending time will be charged an additional \$150/hour. Real candles are allowed as long as they are in an appropriate container.

9. **Renter's Obligation** - The renter is responsible for all violations of the agreement by any contractor used for the event. Any and all damage to the The Slater Station and its property, other than normal wear and tear will be the responsibility of the renter. This also includes anything outdoors, sod, trees, etc. 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 pictures will be provided as well. The renter will then have 15 days to provide payment to The Slater Station for the damage incurred.

10. **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 The Slater Station LLC, 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.

11. **Security** – Cameras are on site and in use.

12. **Bar Services** – The Slater Station will provide all bar services. No outside alcohol will be allowed to be brought in. The only exception to this would be Iowa wine; there will be a \$20 per bottle corking fee. All unopened bottles will go back with the renter after the event. Bartenders will have tip jars out during the entire event. All open bar tabs will be subject to a 15% gratuity charge and a 3% credit card fee if paid with a credit card. Venmo is subject to a 2% fee.

13. **Food** – Food is allowed to be brought in. We do not have a kitchen, so crockpots or food warmers can be brought in.

SEE BELOW for more information:

- We understand that we are responsible for the actions of ourselves and our guests while attending our event at The Slater Station.
  
- Any damage to the outdoor or indoor area including damage to sod will be billed to the renter at the Owner's discretion.
- We understand that any damages to the property and/or equipment or extra clean up i.e.: confetti/glitter will result in an additional charge which will be added to the final bill.
- We understand that we are responsible to ensure the venue is left in the same condition in which it was found. All decorations and props will be removed at the end of our booking period. The Slater Station LLC will provide cleaning of the venue after the event.
- We understand the rules of the bar and The Slater Station.

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Print Business/Renter's Name

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Mailing Address

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Renter's Signature

Date

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Best Contact Phone Number

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Additional Contact Name and Phone Number

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Approximate Guest Count

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Email Address

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The Slater Station Representative

Date