



## Special Events Space Rental & Agreement

Please enquire within to discuss your special event needs and to obtain pricing tailored to your event's need. Event space rates are based on a minimum food & beverage guarantee or a flat rate event rental space fee equivalent to the F&B minimum. A mandatory 22% gratuity & sales tax will be added to all F/B minimums and will be provided in your upfront cost per person total. A 2% cash discount can be taken when paying by cash or check; however, a credit card must be pre-authorized & on file for event day incidentals. Depending on the type of event you are hosting, you may be additionally subject to providing a refundable security & damage deposit and/or obtaining event insurance listing N48° LLC as additionally insured.

### Outdoor Rental Event Spaces- Available mid-May-Sept-

#### 100% Private Riverside Deck & Patio Dining:

Accommodates up to 124+/- seated with a maximum capacity of 150. This space is reserved in four-hour blocks. Additional hours may be secured and are subject to a 10% cost charge of the food and beverage minimum guarantee per hour to retain "private event status". Additional hours can be secured in advance or on the event day if no other parties have reserved the space. The public will be blocked from accessing your contracted event area using signage & stanchions.

Private Riverside Patio Dining Accommodates up to 60+/- seated. This space is reserved in four-hour blocks with a headcount-based food & beverage minimum guarantee. Additional hours may be secured and are subject to a 10% cost charge of the food and beverage minimum guarantee per hour to retain "private event status". Additional hours can be secured in advance or on the event day if no other parties have reserved the space. Please note that the Riverside Deck Dining space is open to the public and your contracted event area will be blocked from the general public's access using signage & stanchions.

Semi-private Riverside Patio: This is the same patio as the Private Riverside Patio Dining area; however, for smaller group accommodating up to 40+/- seated. This space is reserved in four-hour blocks with a headcount-based food & beverage minimum guarantee. Additional hours may be secured and are subject to a 10% cost charge of the food and beverage minimum guarantee per hour to retain a "semi-private event status". Additional hours can be secured in advance or on the event day if no other parties have reserved the space. Please note that the Riverside Deck Dining & a portion of the Riverside Patio Dining area is open to the public and your contracted event area will be blocked off from the general public's access using signage & stanchions.

Private Riverside Deck: Accommodates up to 24+/- seated. This space is reserved in 4-hour blocks with a headcount-based food and beverage minimum guarantee. Additional hours may be secured and are subject to a 10% cost charge of the food and beverage minimum guarantee per hour to retain a "private event status". Additional hours can be secured in advance or on the event day if no other parties have reserved the space. Please note that the Riverside Patio Dining is open to the public and your contracted event area will be blocked from the general public's access using signage & stanchions.

### Indoor Event Space Rentals- Available year-round -.

100% Private Entire N48° LLC Facility- The tap house will be full closed to the general public. Accommodates up to 128 seated with a maximum inside capacity of 150 and up to an additional 124+/- seated outside (*maximum outside capacity 150 - available from May & September*). This space is reserved in 4-hour blocks with a minimum food and beverage minimum guarantee. Please enquire within to discuss your event needs. Additional hours may be secured in advance at a predetermined hourly rate.

Main Dining Room- Accommodates up to 60 +/- adults. This space is reserved in four-hour blocks with a headcount-based food and beverage minimum guarantee. Additional hours may be secured and are subject to a 10% cost charge of the food and

beverage minimum guarantee per hour to retain a "private event status". Additional hours can be secured in advance or on the event day if no other parties have reserved the space. Please note that the other areas of the restaurant & bar will be open to the public and your contracted event area will be blocked from the general public access using signage & stanchions.

#### Payment, Security/Damage Deposit, & Event Insurance Requirements

A signed agreement & 50% deposit is required to hold of your said event day(s). The balance and any required security/damage deposit and/or insurance are due in full 30 days prior to contracted event day(s). A credit card is required to be pre-authorized for event day incidentals.

Acceptable forms of Payment- Credit card, cash, wire transfer, cashier's check, money order or personal/business check.

Personal and business checks must clear the bank by a mutually agreeable date. A 2% discount is given for cash payments.

Event Insurance- The renting party may be required to obtain "special event insurance" naming N48 Degrees, dba N48° LLC as additionally insured for said event day(s).

Security/Damage Deposit- Depending on the event type, the renting party may be subject to a refundable security/damage/cleaning deposit. The renting party and/or any vendors for which they have sub-contracted are requested to remove all event decorations, papers, programs, boxes, and other event-related waste from the premises within the total hours contracted. Any left event waste cleanup that is required of the facility will be charged back at \$100 per hour + recycling fees. The renting party has a 15-minute grace period before the additional rental space hour will be charged. Any items left overnight can be picked up on the next business day 30 minutes prior to opening unless otherwise arranged. Security deposits will be refunded fully as long as the facility is returned to its pre-event state, and all financial obligations are met.

**Event Set-up & Breakdown-** Additional time required for event set-up and breakdown including but not limited to outside vendor deliveries/pick-ups, set-up and breakdowns including decorations may be subject to additional charges and must be arranged in advance.

**Cancelations-** Should the renting party be required to cancel their contracted event, N48 Degrees/N48° LLC will work within reason to provide a partial refund predicated on any pre-invested monies spent on the event, and/or revenue loss for prime high-season rental space forfeiters. Renting parties are not subject to a refund due to snow, pass/road closures, rain, high winds, extreme heat, or smokey/ashy conditions. Events are subject to cancellation when mandated federal, state &/or local health-related closures are in effect or acts of God such as fires, floods, & other natural disasters may prohibit occupancy.

**Catering-** The N48° LLC will be able to provide menu options and pricing for your event. The agreed upon per person menu costs will be calculated and allocated against the contracted required food and beverage minimums. We recommend you account for 10% over the estimate total head count you believe will be in attendance. The menu should be revisited and finalized 3-4 weeks prior to your event day(s). We may be able to accommodate last-minute head count changes and/or meal-plan changes; however, you a surcharge may apply. Outside catering may be allowed upon approval, however, the renting party is still subject to minimum food and beverage requirements which then is considered your events facilities rental fee. A security/damage deposit will be required, and the caterer will be required to list the N48° LLC as additionally insured and held harmless for said event day(s).

**Music-** The N48° LLC may already have scheduled music for said event day(s) and renting party shall obtain N48° LLC advance approval prior to sub-contracting a DJ, band, soloist, and/or any other form of entertainment. If N48° LLC approval is provided for renting event party to sub-contract outside entertainment, sub-contractors are subject to indoor and outdoor maximum decibel limits and the municipality's noise ordinances. Failure to abide will result in loss of power for said subcontractor and may result in forfeiture of security deposit. It is recommended that such entertainment approvals review the full list of requirements & restrictions.

**Event Day Person in Charge-** We will require 1-2 event day designated person in charge appointed by you to be the go-between N48° LLC management and meeting your event needs seamlessly for coordinated event scheduled activities (toasts, cake cutting, general F&B questions), music/PA management and/or any other questions throughout the event.

**Sub-contracted Services-** The N48° LLC will be able to provide a list of available rental equipment *such as PA/mic, speakers, projectors, lights, etc.*, and provide a preferred list of vendors upon request. In the event the renting party requires sub-contracted services including but not limited to *caterers, DJ, band, other entertainment, linens, chairs, tables, décor, cake, pipe & drape, stanchions, photo booths etc.* A list of all subcontracted vendors must be provided including the company name, address, contact name, phone number & email address of the third-party vendor.

I, \_\_\_\_\_ event party primary contact and oblige responsible for paying for the minimum required food and beverages terms outlined in this agreement for the rental space requested. Additionally, I am responsible for any property damage, excessive cleaning, and additional time as secured by the required security/damage/cleaning deposit and agree to the aforementioned event rental agreement terms and conditions for the event day(s) and time contracted.

Renter's Name: \_\_\_\_\_ Renter's Mailing Address: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date(s): \_\_\_\_\_ Requested event hours: \_\_\_\_\_

Alternate event day person in charge name and cell phone # \_\_\_\_\_

Desired rental space provided (*listed above*)- \_\_\_\_\_

What is the nature of your event? \_\_\_\_\_

Estimated attendees: \_\_\_\_\_

Exact menu & or final menu review to be finalized by: \_\_\_\_\_

**Contracted Event Space Deposits & Payment Schedule**

- Total contracted food & beverage services are \_\_\_\_\_ with 50% or \_\_\_\_\_ due upon signing; balance due: \_\_\_\_\_
- Total contracted other services: \_\_\_\_\_
- Security/damage & cleaning deposit/terms: \_\_\_\_\_
- Event insurance terms: \_\_\_\_\_

Event Space Rental Agreement Customer's Printed Name \_\_\_\_\_

Event Space Rental Agreement Customer's Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

N48° LLC Representative Printed Name: \_\_\_\_\_

N48° LLC Representative Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_