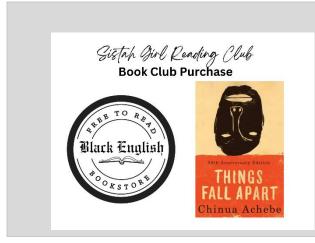
Black English Bookstore – Facility Use

We appreciate your interest in partnering with us at Black English Bookstore. We keep it simple. Here's the gist of our facility use details:

- All private events are after hours (6:00 PM) and last no longer than 2 hours.
- We offer daytime hours on Monday and Tuesdays and after 5:00PM on Sundays.
- Facility fee is \$150 for 90-minutes and \$200 for 120-minutes (Link)
- Small Book Club (12 or less) discounted facility fee is \$75 / 2-Hours (10-12 Units/Prepaid Book Order required)
- Large Book Club (up to 24) discounted facility fee \$100 / 2-Hours (minimum 12 Units/Prepaid Book Order required)
- Book Club ordering link will be provided to the primary organizer to share (<u>sample link</u>). If minimums are not met regular facility fee applies and must be paid prior to the event starting.



<u>Book Club Book Buy - Things Fall Apart</u> (\$20.99+Tax) @ Black English Bookstore

Book Clubs using Black English Bookstore for events are offered a discounted facility use fee with a required minimum purchase (Small Clubs 12 units) (Large Clubs minimum 12 units)

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- Only light refreshments (drinks, cheese, crackers, fruit, cookies) permitted but preapproved.
- If catered, BEB uses Monique & Company LLC exclusively (813) 994-1730.
- Setup can begin at 5PM, which is the last hour of regular store hours and 4PM on Sundays.
- Events held on Monday and Tuesday can begin before 5:00PM.
- Dates are confirmed with the facility fee payment in advance.
- Book Authors: 50/50 split commission + 3% Square Fee | 3-5 copies | Paid to author quarterly for books left with the store.
- Book Author Events is \$75 Facility Fee Book sales = 50/50 split (+3% Square Fee) purchased through the store. Light refreshments only.
- NOTE: Dates are confirmed with FACILITY FEE payment (3-day notice required for cancellation to receive 50% refund)
- Maximum Seating: 24-26
- Microphone provided.
- Four high bar tables available

Feel free to reply with any questions. Gwendolyn