

Deposits & Fees:

1. The Permit Holder is responsible for the payment of all fees and deposits, and must be 18+ years of age.
2. Your rental is not confirmed until we receive the initial payment, damage deposit AND signed agreement. If we do not receive a signed copy of the agreement with your payments by the due dates, your reservation may be cancelled without further notice and we will be relieved of all further obligations for the event. Once all needed items are received to officially book, you are locked in at those rates. **Initial payment is non-refundable and non-transferrable.** Initial payment goes towards the room rental amount.
3. The payment schedule is as follows:

	Payment Due Date	Meeting / Hourly Room Rental Fees
Initial Payment(Room Deposit)	Upon Booking	\$500 OR the total cost, whichever is less (4 hour minimum)
Damage Deposit	Upon Booking	1 Room=\$200, 2 Rooms=\$400, 3 Rooms=\$500
90 Day Payment	90 Days Prior to Event	Remaining balance of room rental plus 50% of estimated bar and additional charges / upgrade items
Final Payment	2 Weeks Prior to Event	Final Balance, Final Headcount Due