

Yellow & Co. Event Space Rental Agreement  
(Capacity 90 people)

Yellow World LLC. Dba Yellow & Co., and Yellow and Co. Events.

For the quickest response, email us at yellowandcoevents@gmail.com. Please include approximate number of guests, description of event occasion, start and end times, and date(s) you are interested in reserving.

Address - 1830 Patton Drive. Suite 3, Mahomet IL 61853

**Fees**

- \$60 per hour (2 hour minimum) Non Peak hours (Mon through Thursday)
- \$75 per hour (2 hour minimum) Peak hours (Friday, Saturday, Sunday)

**Bar Service**

- \$25 per hour for staff
- Beer, Wine, Seltzers and Liquor available for purchase per drink or bottle.
- For open bar, there will be an automatic 20% gratuity added to the bill

**Add'l Fees**

- Use of TVs or Projector/Projector Screen \*\$35 one-time fee

We can also provide or help coordinate activities for your event. Here are a list of some but not all possible activities. If you have an idea of an event or activity, please don't hesitate to ask.

**\*Additional costs vary depending on the activity.**

- Comedian
- Magician
- Live Music
- Trivia Night
- Puzzle Competition
- Newlywed game
- Paint Wooden Sign/Door Hanger
- Balloon Artist

All rentals require a \$100 deposit. The deposit will be applied to the outstanding balance at the time of the event. If the event is canceled or does not occur at not cause of Yellow & Co., the deposit will be considered nonrefundable. The deposit or portion of the deposit will not be applied to outstanding balance or returned if there are damages, rules broken or violation of any of the will be returned if there are no damages, rules broken, etc...

The rental fees will be paid at the beginning of the rental time frame and the deposit will be returned at the end of the rental timeframe.

To guarantee date: A deposit of \$100 payment can be accepted as cash, check or credit card.

Click [here](#) to pay deposit online.

**Below are the general facility rental policies.**

Yellow & Co. is a smoke-free, gun-free facility.

**Food Service:** You may bring your own food and beverages or hire a caterer of your choice. Yellow World does not assume any liability regarding food brought into the business. Please note Yellow & Co. does not have warming or cooling facilities. \*If you are scheduling a food truck, you must inform Yellow & Co.

**Alcoholic Beverages:** Yellow & Co. does offer Bar service for private events for an additional cost Non. No outside alcoholic prohibited in the event space. If outside alcohol is brought into Yellow & Co., it WILL void your agreement and result in immediate cancelation of your event. 20% gratuity automatically added. No one is allowed behind the bar.

**Setup and cleanup times:** The facility fee is based on time used, including time allotted for setup and cleanup. We may have other events scheduled before or after your event so we appreciate your cooperation in adhering to the agreed times. If the setup, guest arrival time, cleanup time, number of guests or other details are different than what was agreed to with us, additional charges will apply.

Decorations are allowed except for open flames, confetti/glitter and anything that damages walls or property. All decorations must be removed by you during cleanup. Trash must be bagged and thrown out at the end of your party. You must sweep and wipe down all tables.

All existing decorations incl. art will remain on the walls. It can be removed/taken down for add'l fee.

**Cancellation policy:** If you must cancel your scheduled event with Yellow & Co., it must be done so in writing to us. For cancellations made 30 days or more before the event, 100% of the deposit will be refunded. If the cancellation notice is received less than 30 days, NO refund will be issued. Rescheduling of events will be considered on a case by case basis.

Yellow and Co. has assorted tables and chairs. They may be used for no additional charge. Renter will be held liable for any damage to the tables and chairs. Renter will be responsible to provide tablecloths.

**Cancellations, Damages, liabilities & breach of contract.**

You are liable for any damage done to Yellow & Co. property by guests, organizers or other parties affiliated with your event. Yellow & Co. cannot and will not be responsible for acts of God, inclement weather, or your party's change of plans.

Yellow & Co. will not be held liable for injuries or property damage/loss to others during this function, including but not limited to death, personal injury, property damage, or any other incidents that may occur to any person(s) by use of the building and premises during the term of this contract. The term of the contract starts when the first representative arrives on the property and concludes with the last person leaves the property.

A breach of contract fee can be incurred. Conditions for such fees include, but not are limited to:

- The hours of your event exceeds the time frame agreed upon
- Substantial damage has occurred to the property
- The facility has been left in an unacceptable condition.
- Outside Alcohol brought onto premise
- All fees pertaining to the contract are not paid in advance of your event.

This document becomes a legal and binding contract when signed by the Renter and Yellow & Co. at 604 E. Main St. Mahomet IL. The original signed contract becomes the property of Yellow & Co. and a copy will be provided to the Renter.

Yellow World LLC. dba Yellow & Co. and Yellow & Co. Events

The undersigned has read, understands and is agreeable to all terms in this contract.

Renter Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Renter Printed Name \_\_\_\_\_

Yellow & Co. Signature \_\_\_\_\_ Date: \_\_\_\_\_