

## LET'S MEET UP - RENTAL AGREEMENT & GUEST GUIDE

This Rental Agreement is made between the Renter ("Renter") and Let's Meet Up ("Owner"), collectively referred to as "the Parties." The Parties agree to the following terms:

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### 1. PROPERTY DESCRIPTION

The Renter agrees to rent **Let's Meet Up** event space located at **3058 N 16th St Suite B, Phoenix, AZ 85016**, including:

- Main Area
  - Back Room
  - Enclosed Porch
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### 2. RENTAL PERIOD

The rental period is determined at the time of booking. Renter must include the amount of time for set-up and clean-up in the rental period that will be needed for their individual event type. A 15-minute grace period before and after is included. Any time beyond that may be billed as noted in Section 3a.

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### 3. PAYMENT TERMS

- A 50% deposit is required at the time of booking.
- The remaining balance is due no later than 24 hours before the event.
- The deposit will be applied toward the total.

#### 3a. Additional Time Billing:

Extra time may be requested at any time prior to the event start time. Additional time is not guaranteed to be available at the time of the request. Additional time after the event start period may be billed in 15-minute increments at \$20.

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### 4. CANCELLATION POLICY

Renter may cancel with 7 days' written notice for a full refund (minus a 3% processing fee). No fee applies if Owner cancels. Cancellations with less than 7 days' notice will result in loss of deposit.

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### 5. USE OF PROPERTY

The Renter agrees to:

- Use the space only as described at booking.
- Not sublease or transfer the booking.
- Accept responsibility for all guest behavior and property damage.

#### 5.1 MARIJUANA POLICY

Marijuana use in any form is strictly prohibited on or near the property, per Arizona law. The Renter is responsible for guest compliance.

#### 5.2 ALCOHOL POLICY

Let's Meet Up is regulated by the Arizona Department of Liquor Licenses and Control. Violations may lead to immediate cancellation without refund.

Alcohol Rules:

- Private events only
- Service only between 4 PM and 2 AM.
- No sale of alcohol or uncorking fees permitted.

- At no time may alcohol be consumed outside, in the parking lot, or in a vehicle. All alcohol must remain indoors or on the enclosed porch. If reported to or observed by owner to have open containers outside of the building the event may be shut down immediately.
- All alcohol must be removed at event close.
- Open containers must be **disposed of on-site**.
- Consumption only by those **21+ with ID**

**Personal Limits per Guest:**

- Beer: 40 oz, or
- Wine: 750 ml / 25 oz, or
- Spirits: 4 oz

**5.3 GENERAL RULES**

The Renter must follow all rules outlined in the General Rules & Amenities section (see below). Violations may result in event termination.

**6. LIABILITY & INSURANCE**

The Renter assumes liability for all injuries, damages, or losses during the event. Insurance is recommended and can be obtained through [www.theeventhelper.com](http://www.theeventhelper.com) or another provider. The Owner is not responsible for loss, damage, or injury.

**7. ENTIRE AGREEMENT**

This document is the complete agreement between the Parties and overrides all previous written or verbal agreements.

**GENERAL RULES**

1. **Occupancy Limit:** 25 guests max. Exceptions must be pre-approved. Overcrowding may result in cancellation.
2. **Noise:** Keep volume reasonable. No outdoor projection of sound.
3. **Liquids/Ice:** Do not dump liquids/ice on the street or property. Owner will empty ice chest after event.
4. **Trash:** Do not use neighbor trash bins. Keep all trash inside. Extra bags provided in space. Owner will remove from the premises after event.
5. **Parking:** No parking in front of other businesses. Parking directly in front of Let's Meet Up, The Other Side, and along the gravel area on the North side of the building IS permitted. Additional residential street parking is available on Earll Dr. Parking lot located off of alley is not for Let's Meet Up guests, this lot is locked after 6pm. If parked in this lot all vehicles MUST be moved or will risk being locked inside the lot.
6. **Smoking:** Outside only, absolutely no smoking permitted on enclosed porch or indoors. Renters must provide their own disposal container, littering in parking lot is prohibited.
7. **Furniture:** May be rearranged as needed for event. Do not drag furniture. All furniture moved must be returned to the original location before the end of the event. Take a picture if needed to ensure placing items back into the original location.
8. **Decorations:** Do not tape directly onto mural. Remove all decor after the event. No open flames unless approved. Absolutely NO glitter/confetti, including glitter on clothing. It comes off onto all the furniture. An additional cleaning fee will be added if glitter is embedded in furniture/rugs and requires excessive cleaning.

9. **Clean-Up:** Leave space as found. If you make an excessive mess, please clean it up. Vacuum, broom, and basic cleaning supplies located in space if needed. Owners complete general cleaning/sanitizing in between each event. If utensils are used they may be left on the table and Owner will sanitize before placing back into drawers. Turn off all lights, AC unit in back room if turned on, and double check door is locked at the end of your event.
  10. **Restricted Areas:** Do not attempt to open locked cabinets or doors.
  11. **Prohibited Activities:** No illegal activity, vandalism, or endangerment.
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#### **AMENITIES**

1. **Wi-Fi:** Password posted on the chalkboard.
  2. **Music:** Bluetooth speaker provided. Tablet available with *Soundtrack Your Brand* subscription or log into your own Spotify account from the tablet. Pandora and YouTube also available on the tablet.
  3. **TV:** 50" Fire TV with HDMI cable.
  4. **Games:** Board games available. Return all items to original locations.
  5. **Refrigerator & Coolers:** One fridge/freezer and two 48qt coolers available for use.
  6. **Restroom:** Private restroom stocked with essentials.
  7. **Children:** *Let's Meet Up* is a family friendly establishment with several activities for children to enjoy while visiting. We LOVE to share our space with all ages. Children should be always supervised. Digging through plants, climbing on furniture, drawing on furniture/floors, dumping water on the chalkboard, and spreading game pieces throughout the space are examples of poor supervision.
  8. **Cleaning/Damage Fee:**
    - a. No standard fee required for booking.
    - b. Excessive cleaning may incur charges billed at time-and-a-half the rental fee. If these charges are issued pictures will be submitted by Owner to document the need for additional charges.
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If you have questions or notice any issues during your event, please notify us. We understand that accidents happen and appreciate your help in keeping the space welcoming for all future guests.

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