



Venue Agreement

This contract for the rental of a venue is made this day, **MM/DD/YYYY**, by and between the Ripon Chamber of Commerce hereafter referred to as the Owner, and _____, hereafter referred to as the Renter.

Whereas, the Renter desires to temporarily rent, occupy, and make use of the Owner's venue, located at 305 Blackburn St and known as the Birthplace of the Republican Party National Historic Site, and

Whereas, the Owner agrees to such rental, occupation, and use in consideration of certain payments and covenants herein enumerated;

Now, therefore, the parties agree to the following terms and conditions:

1 (One). The Renter shall pay to the Owner the sum of \$_____ no later than **MM/DD/YYYY**. If the rental fee is not received within 30 (thirty) days of the date of this agreement, this contract becomes void and the date will no longer be held for you.

2 (Two). The Renter shall have access to and use of the venue from _____ on **MM/DD/YYYY** to _____ on **MM/DD/YYYY** for the purpose of hosting the Renter's event. Owner shall provide to Renter all keys, access control codes, and other items necessary to give Renter such access no later than end of business on **MM/DD/YYYY**. The renter will pay \$25 for any key not returned or that are damaged upon return.

3 (Three). All pieces of furniture, souvenirs or artifacts in the Little White Schoolhouse are inventoried by the Owner and must remain in their original location. Furniture, souvenirs or artifacts that are moved without permission by the Owner will be charged to Renter at the replacement/relocation cost of each item.

4 (Four). Decorating guidelines are as follows: All candles must be enclosed (top of the flame must be below the container it is in), items may not be adhered in any way to the walls, light fixtures or floor. No glitter is to be used in the location. No fog machines or hazers are allowed to be used inside the venue.

5 (Five) Renter shall remove all personal property, trash, and other items that were not present in the venue when Renter took control of it.

6 (Six). Renter agrees to indemnify and save the owner harmless from any and all liabilities, claims, demands, suits, actions, proceedings, loss, cost and damage and expense of every kind and description

Birthplace of the Republican Party National Historic Site Venue Rental Agreement

which may be brought, made against or result to the owner on account of death, injury, or damage to person (s) or property(ies) sustained or claimed to have been sustained by any person(s) or corporation(s) resulting from the Renters activities.

7 (Seven). Renter will defend, at its cost, the owner from and against all suits, claims, demands, damages and costs in connection with accidents resulting from its stay and activities. However the owner will have the choice of defense counsel.

8 (Eight). Any disputes arising under this contract shall be adjudicated in the Owner's local jurisdiction.

9 (Nine). Owner reserved the right to capture still photography and/or video and sound of your event for Little White Schoolhouse facility promotions. If you have any questions or concerns, please address them with the Executive Director of the Ripon Chamber of Commerce at least three weeks in advance of your event.

10 (Ten). Alcohol is only permitted with the consent of the Executive Director of the Ripon Chamber of Commerce and by obtaining all licenses and insurances that may be needed. Any costs associated with additional license or insurance are the sole responsibility of the Renter.

11 (Eleven). The Owner does not cover personal loss and must disclaim any responsibility for valuables lost or stolen during the period of the agreement.

In witness of their understanding of and agreement to the terms and conditions herein contained, the parties affix their signatures below.

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Renter's Signature, date	Owner's Signature, date
Printed Name	Printed Name
Address	Address
Phone/Email:	Phone/Email:

FOR OFFICE USE ONLY

Availability of Venue:

Monday – Sunday November through April – Available all day

Saturday & Sunday in May, September and October - Available after 4 p.m.

Monday – Sunday in June, July August – Available after 4 p.m.

Rental Costs:

\$100 for full day usage (8 hours)

\$50 for half day usage (4 hours)

Special Rates are available for nonprofit and civic organizations

**If you plan on serving alcohol during your event please notify the Chamber of Commerce. Other licenses and insurances may be needed.