



VENUE RENTAL

contract

This Venue Rental Contract is made and entered into as of _____, by and between Nelson Blessings LLC, DBA The Benison, and _____, hereinafter referred to as the "Client."

1 - RENTAL FEE AND PAYMENT TERMS

a) Deposit: The Client shall pay to The Benison a **non-refundable deposit** of **20% of the initial invoice**. Upon receipt of payment, the requested date will be reserved.

b) Reschedule: There will be a **\$500** fee to reschedule an event once the deposit is made.

c) Second Deposit: Eight weeks prior to the event, the Client will make the second **non-refundable deposit** of 50%. Dates cannot be changed once the second deposit is received.

d) Final Guest Count: A final guest count is due 4 weeks prior to the event, and the remaining balance is due 3 weeks prior to the event. The final guest count cannot decrease after this date and no refunds will be issued due to overpayment. However, your final guest count can increase up until 3 days prior to your event.

e) Failure to Pay: Failure to make payments will forfeit your deposits and use of the facility.

f) Exceptions to this policy will be made in case of public emergency order(s).

2 - FACILITIES AGREEMENT

a) The Client shall have access to, and use of the facilities, from _____ on _____ to _____ on that same rental day. All personal property must be removed from the Benison by the end of the contracted time. Failure to be out of the facility by _____ will result in a \$1,000 overage fine. Your card will be kept on file in lieu of said offense, should it apply. The Client shall notify The Benison of the exact times of occupancy when final payment is made.

b) An additional hour may be purchased for **\$500**.

c) Facilities to include: Ballroom, Buffet Area, Bridal Suite, Man Cave, Vault, Balcony, Kids Room, and Outdoor Greenspace.

d) The Client is financially responsible for liabilities resulting from themselves and/or their guests, such as, but not limited to physical damages and/or actions that result in a loss of reputation or business opportunities that The Benison may incur.

e) The Client shall indemnify and hold harmless The Benison and staff against all legal actions, which may arise from association with The Benison.

3 - PRE EVENT

a) 24-hour access via email with a Consultant (guaranteed responses within 24-48 hours).

b) 60 minutes of scheduled conversation(s) with our Consultants to discuss event details and answer questions.

c) A Consultant will contact you approximately eight-twelve weeks before your event to schedule a room design and event consultation.

d) A wedding may elect to have a 1-hour ceremony run through. Run throughs are held on Wednesday evenings. The time for your run through will be scheduled at your 8-week consultation.

d) The Client is required to set up any rental items or equipment during their contracted time (_____). This includes but is not limited to stages, lighting, table decor, and rented linens.

f) Some events require the hiring of outside security. If it is determined that the Client's event needs additional security, that cost will be shared 50-50 between The Benison and the Client.

4 - BAR AGREEMENT

a) The Benison offers in-house bar service. In accordance with the Ohio DOLC, **NO** alcohol is permitted unless provided and served by The Benison. Failure to comply with Ohio DOLC laws will result in a **\$500 fine**, or the **cancellation of your event**. Your card will be kept on file in lieu of said offense, should it apply.

b) Furthermore, if a guest appears to be intoxicated by the event manager or bartender, they will no longer be served alcohol per the State of Ohio Liquor policy. It is the Client's responsibility to ensure guests have proper transportation from the facility.

c) Last call for final alcoholic beverages will be announced 15 minutes prior to the bar closing. The bar closure is event specific, and based on your pre-arranged contracted time.

5 - FOOD

a) The Benison offers an in-house chef who can customize a menu, providing diversity and an excellent food experience for you and your guests. If you choose an alternative caterer for your event there is an additional per person fee associated. The fee assessed, for the use of an alternative caterer, will be based upon the protective and operational standards set by The Benison based on Ohio Food Safe Laws. The client and the alternative caterer will be required to sign an alternative caterer agreement.

b) The Benison upholds the highest food quality standards. The food will be ready at the time agreed upon between the Client and The Benison staff. The Benison is not responsible for any reduction in food quality due to a delay in timeline caused by the Client, guests of the Client, or the Client's vendors.

b) In compliance with Ohio Food Safe Laws, **all leftover food must be disposed of** by The Benison staff at the end of the event, this includes food provided by The Benison's in-house chef and food supplied by an alternative caterer. This does not apply to desserts supplied by the Client.

6 - DECORATION GUIDELINES

- Nothing can be adhered to the walls.
- Open flames must be enclosed in glass.
- The use of confetti, glitter, helium balloons, or rice is STRICTLY prohibited inside and outside The Benison.
- Cold sparklers are not permitted.

7 - DURING EVENT

a) The Benison will cut your cake at no additional charge. The Client or your cake vendor is responsible for providing a box to package leftover cake.

b) The Benison **does not** provide refrigeration of any type.

8 - POST EVENT

a) All guests and rental items must be removed from The Benison by the end of the contracted time.

b) Once your contracted hours are completed the DJ will have an additional 30 minutes to breakdown and remove their equipment.

9 - CREDIT CARD AUTHORIZATION

The client will fill out a credit card authorization form with The Benison for the coverage of any incidentals (overage fine, outside alcohol fine).

10 - LOGO

The client shall not use The Benison’s logo without prior written consent.

By signing below, the Client acknowledges and agrees to the terms and conditions outlined in this Venue Rental Agreement Contract.

Client's Signature

Date



The Benison
EVENTS & COWORKING

VENUE RENTAL

photo release form

I allow The Benison to contact our photographer to procure pictures from our event. If allowed, I acknowledge and consent to the use of these pictures, along with any pictures taken by The Benison for promotional, marketing, and advertising purposes. This consent applies to both digital and printed materials, including but not limited to websites, social media platforms, brochures, advertisements, and other marketing materials.

I understand that my photographs may be used by The Benison for the purpose of showcasing your business and promoting it's services.

I grant The Benison the right to reproduce, distribute, and publicly display the photographs without any compensation to me.

I waive any right to inspect or approve the finished photographs or any promotional material in which they may appear.

I release and discharge The Benison, its employees, and representatives from any claims, demands, or causes of action arising out of the use of the photographs.

I acknowledge that the photographs may be accessible by the general public and may be shared on various platforms beyond the control of The Benison.

I understand that I may revoke this consent in writing at any time, and upon receipt of such written notice, The Benison will cease using my photographs for future promotional or marketing purposes.

Client's Signature

Date



The Benison
EVENTS & COWORKING

CREDIT CARD

authorization form

I, _____, authorize The Benison to use the information below to charge my credit card for any incidentals (overage fine, outside alcohol fine) for non-compliance with my signed rental agreement.

Card Type: _____ Visa _____ Mastercard _____ Discover _____ American Express

Credit Card Number: ____ - ____ - ____ - ____ Cardholder's Name: _____

Expiration Date: ____ / ____ CVV Code: _____ Billing Zip Code: _____

Cardholder's Signature

Date