

# Pastor's Study Event Space Rental Agreement

This contract for the rental of a venue is made this day, \_\_\_\_\_, 20\_\_\_\_, by and between CLM Properties, LLC, 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 1633 Main Street, Second Floor, Columbia, SC, and known as The Pastor's Study, 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. The Renter shall pay to the Owner and amount equal to 1/2 of the full rental fee upon execution and delivery of this Agreement by both parties, as a non-refundable deposit that will be applied to rental charges upon final settlement of accounts.

2. The Renter shall have access to and use of the venue from \_\_\_\_\_ [AM / PM] on \_\_\_\_\_, to \_\_\_\_\_ [AM / PM] on \_\_\_\_\_, 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 the beginning of the access period set forth above.

3. The rental fee for the use of the venue described in (2) above shall be \$\_\_\_\_\_ (see rate schedule attached as Exhibit A). The balance of the rental fee due, less the non-refundable deposit described in (1) above, shall be payable to the Owner at least five (5) business days prior to the rental period described in (2) above.

4. A standard cleaning fee of \$62.50 will be added to the rental fee for each rental. Additional cleaning fees may apply if the Renter does not remove all trash from the premises, or if the premises require unusual and excessive cleaning as a result of the Renter's use of the premises.

4. Within 48 hours of the rental period's expiration, Renter shall return to Owner all keys and other access control devices in his/her possession.

5. Renter shall remove all personal property, trash, debris, and other items that were not present in the venue when Renter took control of it and shall leave the venue in substantially the same condition it was in prior to the rental period. If the venue is not returned in substantially the same condition in which it was received, Renter shall be liable for the cost of any cleaning or repairs necessary to return the venue to such condition. If such costs exceed the amount of the damages/security deposit, Renter authorizes Owner to charge any credit card that Owner has on record (if any) for Renter for any such additional costs. Otherwise, Renter shall pay such amounts to Owner upon receipt of an invoice for such costs.

6. Renter shall be liable to Owner for any amounts deemed necessary to repair damages inflicted upon the venue by Renter and/or Renter's associates, guests, invitees, contractors, and all other persons whatsoever who enter the venue during the rental period, whether or not such persons did so with Renter's knowledge or consent.

7. If Renter fails to pay any balance due within the time period agreed upon in this contract, interest shall accrue upon the unpaid balance at the rate of 18% per year until it is paid. Renter shall also be liable to owner for any legal fees, court costs, and other expenses associated with collection.

8. Renter will be liable for any physical damages, legal actions, and/or loss of reputation or business opportunities that Owner may incur as a consequence of the actions of Renter or any of Renter's guests while Renter is in control of the venue and shall indemnify and hold harmless the Owner against any and all legal actions which may arise from Renter's use of the venue.

9. Any disputes arising under this contract shall be adjudicated in the Owner's local jurisdiction.

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

Renter's Signature, date	Owner's Signature, date
Printed Name	CLM PROPERTIES, LLC
Address	PO BOX 11803
City, State, Zip Code	COLUMBIA, SC 29211

## **Exhibit A**

### **Venue Rental Rates-Effective October 1, 2022**

#### **The Pastor's Study @ 1633 Main 1633 Main Street, Columbia, SC, Second Floor**

Monday-Wednesday: \$600

Thursday and Friday: \$1,200

Saturday: \$1,500

Sunday: \$900

- Half-day rates equal to 70% of the full day rates are available Monday through Thursday from either 7 am to 3 pm or 4 pm to Midnight.
- Rentals of 2 consecutive days will receive a 10% discount.
- Rentals of 3 consecutive days will receive a 15% discount.
- A standard cleaning fee of \$62.50 will be added to the rent for each rental. Additional cleaning fees may apply if the renter does not remove all trash from the premises, or if the premises require unusual and excessive cleaning as a result of the renter's use of the premises.

All rentals include the use of the following items:

- 75 folding wooden chairs
- 5 Church pews along walls
- (5) 60" Round Dining Tables
- (10) 6' Buffet Tables
- (4) 30" Bar-Height Elbow Tables
- Use of food prep room with refrigerator and sink
- Approximately 2,500 square feet of event space
- Recommended catering partners available upon request