



# Rental Contract

Name: \_\_\_\_\_ Phone#: \_\_\_\_\_

Address: \_\_\_\_\_ Deposit Paid: \_\_\_\_\_ (cash/check)

Date of Event: \_\_\_\_\_ Event Type: \_\_\_\_\_ Hourly Fee \$: \_\_\_\_\_

Approximate # of Guests: \_\_\_\_\_ Full Rental Room OR Half Rental Room

Set Up Time: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Menu / Appetizers: \_\_\_\_\_

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Desserts: \_\_\_\_\_

Drinks (Do you need a 21+ server/bartender available for Alcohol?): \_\_\_\_\_

Customer Signature: \_\_\_\_\_

## Rental Room Rates:

- \$50-\$100/hr (time starts at set up and ends upon completion of tear down/clean-up).
- Minimum 20% gratuity added to final bill.

## Rental Room Policies:

- All rentals require a damage/cleaning deposit of \$50 which can be put toward the rental cost.  
*(cash or check may be held until the day of the party)*
- A responsible person over 21 years of age must sign this agreement.
- You must cancel at least 7 days prior to your event or lose your deposit.
- All food/liquor must be purchased from Harvest Bakery & More. **NO OUTSIDE FOOD OR DRINKS.**
- No hanging decorations on the walls, no lit candles, no glitter, or confetti.
- The room (including tables/chairs) must be moved back to the way it was found.

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