

HONEY HILL

PRIVATE & CORPORATE EVENT RENTAL CONTRACT

Welcome to Honey Hill Event Center! Honey Hill is conveniently located in Osceola, Iowa, along Interstate -80, exit 34, just 30 minutes south of Des Moines.

We graciously offer the use of our indoor (upstairs only) and outdoor facilities, serving groups from 10-200+ people. We can accommodate up to 150 people seated indoors. We have an attractive and convenient venue with a large back deck that overlooks beautiful Iowa prairieland. The large wooden bar provides a natural centerpiece and gathering point. The main room is large and open, with neutral fixtures and furniture, providing our guests the opportunity to decorate for their occasion should that be desired.

The building is temperature controlled and has spacious women's and men's restrooms. There is a kitchen available for food storage and prep. Catering is encouraged for groups over 20. There is no restriction on caterers or food brought in. Round tables and standard folding chairs are available on site for seating and rectangular tables are available for food or other presentation items. AV equipment & sound is available upon request.

"Event Rental" Fees & Terms (tax must be added)

Full Day Event Rental Monday-Thursday \$400

Friday, Saturday, or Sunday Event Rental \$750

Holiday Event Rental \$1200

Half Day (up to 4 hours between the hours of 7a & 3p) Monday- Thursday Event Rental \$250

Linen rentals: \$ per tablecloth, both black & white are available

(Renter may bring in other colors of their choice. Table & other décor may be done by renter or hired vendor.)

50% of the rental fee is due at the time of booking, to hold your event date on our calendar. The remainder of the total rental fees are due 30 days prior to the event date. Events booked within 30 days of the event date will require 100% of the total rental fees+ tax paid at the time of booking.

Catering, Food & Beverages

There is no exclusivity or preferred catering list. Renters are allowed to bring in food and caterers of their choice. We would be happy to recommend local caterers and options, if desired. If alcohol is to be served, renter must use a caterer with a license to serve alcohol or have purchased an insurance policy to cover the

event at Honey Hill. A copy of the insurance policy must be provided to Honey Hill and approved prior to the start of the event.

BY LAW NO ONE UNDER AGE 21 MAY CONSUME ALCOHOLIC BEVERAGES.

Honey Hill management or representatives may ask guests for verification of age. Honey Hill reserves the right to ask the entire party to leave if a minor is consuming alcohol, without possibility of refund. Honey Hill assumes NO responsibility or liability for underage drinkers. If the proposed event is to include an "open bar" or anticipates a large consumption of alcohol, Honey Hill further reserves the right to mandate that the renters hire a private or off-duty police officer to be present at the event, at the renter's expense.

Cancellation Policy

If it becomes necessary for you to cancel your Event Rental, you might be eligible to receive the Rental Deposit back. If you elect to cancel your event with sufficient notice, Honey Hill may be able to use the facilities for other purposes. Therefore, your Event Rental is subject to the following cancellation terms:

Monday-Thursday Event Rentals :

Full Refund for 3 months' notice of cancellation

50% Refund for 45 days' notice of cancellation

No refund if under 45 days' notice

Friday, Saturday, & Sunday Event Rentals:

Full Refund for 9 months' notice of cancellation

50% Refund for 6months' notice of cancellation

25% Refund for 3 months' notice of cancellation

No refund if under 3 months from event date

Holiday Event Rental:

Full Refund for 12 months' notice of cancellation

50% Refund for 9 months' notice of cancellation

25% Refund for 6 months' notice of cancellation

No refund if under 6 months from event date.

Initials _____

Other Terms

NON-SMOKING FACILITY: Honey Hill is a non-smoking facility. We request that anyone wishing to smoke please do so in designated areas outdoors.

Children must be supervised. The renter is responsible for the supervision of all children.

No sparklers, bottle rockets, firecrackers or fireworks of any kind are allowed anywhere on the property.

Honey Hill shall not be held liable for any injuries or personal damage/loss to others during the function, included but not limited to: death, personal injury, property damage, or any other incidents that may occur to any person(s) by use of the building and premises during the terms of this agreement.

Initials: _____

Any damage done to or removal of property from Honey Hill will be charged to the renter at the full replacement amount

Initials: _____

HONEY HILL RESERVES THE RIGHT TO CHANGE THE CONDITIONS OF, OR CANCEL, THIS AGREEMENT, WITHIN 60 DAYS PRIOR TO RENTAL. ALL DEPOSITS AND PAYMENTS WILL BE RETURNED IN THE EVENT THAT HONEY HILL CANCELS THE EVENT.

Initials: _____

Contact and Rental Agreement Information:

Date of Event: _____ Day of the Week(or Holiday) : _____

Event Title: _____

Name(s) of responsible party: _____

Telephone : _____

Email: _____

Postal Address: _____

City, State, & Zip: _____

AV Equipment:

Screen \$xxx _____ Projector \$xxx _____ Speakers \$xxx _____ Microphones \$xxx _____

Television: \$xxxx _____ WIFI: no additional charge

Total Fees & Due Dates:

Total Rental Fees including tax: \$ _____

Deposit at time of Booking: \$ _____ Method of Payment: Cash, Check, or Credit Card

Remainder Due: \$ _____ by: _____

I, _____, have read and agree to all terms in this contract.

Renter's signature:

Date:

Authorized by (Honey Hill):

Date:
