



225 Red Bank Road, Goose Creek SC 29445

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CC Event Center Rental Agreement

This contract defines the terms and conditions under which CC Event Center A CC Events Company , (hereinafter referred to as Lullaby Studios), and [redacted] (hereafter referred to as the Customer) agree to the Customer’s use of the CC Event Center facilities on [redacted] 2024

This contract constitutes the entire agreement between the parties and becomes binding upon the signature of both parties. The contract may not be amended or changed unless executed in writing and signed by Lullaby Studios LLC and the Customer.

Customer Information Customer Name(s): [redacted]

Approximate Number of Guests: _____ Up to 100

Event Time: _____

Event Theme/Colors? ___ N/A _____

Rental Cost ___\$___ + \$200 refundable cleaning and damage deposit

The venue/s described above has been reserved for you for the date and time stipulated. Please note that the hours assigned to your event include all set-up and all clean-up, including the set-up and clean-up of all subcontractors that you may utilize. It is understood you will adhere to and follow the terms of this Agreement, and you will be responsible for any damage to the premises and site, including the behavior of your guests, invitees, agents or sub-contractors resulting from your use of venue/s.

Rental retainer and Payment Agreement The total cost for use of CC Event Center and its facilities described in this contract is listed above. To reserve services on the date/s requested, CC Event Center requires this contract to be signed by the customer and a minimum retainer of \$600 to be made. If we are less than two weeks out the venue cost must be paid in full. A payment plan is attached to your invoice and is expected to be followed (if payments are allowed). Final payment of the remaining balance of the rental fee is due no less than fourteen (14) days in advance of the event. Deposits and payments will be made by cash, zelle-Aprilm@cceventsandrentals.com, apple pay 843-534-9295 or square invoice on the schedule noted on the invoice will be emailed to you. A Refundable damage and cleaning deposit in the amount of \$200 will also be due the day prior to your event. No entrance will be allowed without the damage deposit and all money paid will be forfeited as we held your date which results in a loss of income.

Reservations are taken on a first-come, first-served basis. We will book your date upon receipt of your Deposit. Whoever pays the deposit on a date first will receive the date.

Date Changes and Cancellation Policy

1. Changes: In the unlikely event the Customer is required to change the date of the event, every effort will be made by CC EVENT CENTER to transfer reservations to support the new available date. If we are within 8 weeks of the original date all monies will be transferred to the new date minus the original retainer to hold the date. A new retainer will need to be made for the new date as we have held that date and it may not be booked. If we are more than 8 weeks away from the original date all money paid will be transferred to the new date. The Customer agrees that in the event of a date change, any expenses including but not limited to retainer and fees that are non-refundable and non-transferable are the sole responsibility of the Customer. The Customer further understands that last minute changes can impact the quality of the event and that CC EVENT CENTER is not responsible for these compromises in quality.

2. Cancellation: In the event a customer cancels the event/booking, the customer shall notify LULLABY STUDIOS immediately in writing or by email. Once cancelled, the Customer shall be responsible for the agreed liquidated damages as follows. **A client may cancel at any time, but no monies will be refunded.** If inclement weather causes a cancellation for the scheduled event date the event will be charged in full, and the client has the right to reschedule his/her event at the next available date of Lullaby Studios OR UP TO ONE YEAR OUT.

BREACH OF CONTRACT IN THE EVENT OF A BREACH OF THIS AGREEMENT BY THE CLIENT, AND IF SAID BREACH RESULTS IN LITIGATION AGAINST THE CLIENT TO ENFORCE THE PROVISIONS HELD HEREIN, THE CLIENT WILL BE SUBJECT TO ADDITIONAL FEES INCLUDING BUT NOT LIMITED TO ATTORNEY'S FEES, COST OF COURT AND INTEREST CONDITIONS of USE Renter's activities during the Rental Period must be compatible with use of the building/grounds and activities in areas adjacent to the Rental Space and building. This includes but is not limited to playing loud music or making any noise at a level that is not reasonable under the circumstances. Smoking is not permitted anywhere in the buildings. The Rental Space must be cleaned and returned to a condition at the end of an event to a reasonable appearance as it was prior to the rental. The customer is responsible for the removal of all decorations and trash from the property or placed in a dumpster provided on site. We are in no way responsible for any items left behind. We are not responsible for any vendor items, you must wait for the vendor to pick up all items prior to leaving or there will be a \$85 storage fee charged to the refundable deposit.

EVENT SET-UP LIMITATIONS

1. All property belonging to the Customer, Customer's invitees, guests, agents and sub-contractors, and all equipment shall be delivered, set up and removed on the day of the event. Should the Customer need earlier access for set-up purposes, this can be arranged for an additional fee. The Customer is ultimately responsible for property belonging to the Customer's invitees, guests, agents and sub-contractors.

2. Rental items must be scheduled for pick-up no later than 11PM _____

3. Alcohol service must stop no later than 11:00 PM.
4. Music (Speakers, DJ or live music) must stop no later than 11:00 PM
5. All guests must be off the CC EVENT CENTER premises no later than 11:30 on the day of the event (except clean-up crew, with all clean-ups to be done by 12:00 am).

SITE VENDORS Caterers: CC EVENT CENTER has a list of approved caterers to choose from. We DON'T require you to select a caterer(s) from this list. Each caterer must become familiar with the CC EVENT CENTER rules and regulations.

1. Your catering company is responsible for the set-up, break-down and clean-up of the catered site. No dishes to be cleaned in the sink. Please allow appropriate time for break-down and clean-up to meet the contracted timelines. If food is disposed of in the sink and causes plumbing issues you will be charged.
2. All event trash must be disposed of in the designated areas at the conclusion of the event. If left inside the venue or outside by the door you will be charged \$85.
3. ALL vendors must adhere to the terms of our guidelines, and it is the Customer's responsibility to share these guidelines with them. Any items attached to the walls or ceiling will result in full loss of your damage deposit.
4. Floors must be swept as well as moped, there will be a \$120 fee if it's not done.
5. Electricity: Be sure to turn off speaker, lights and air/heat or there will be a \$65 fee.
6. We will provide each event with 4 rolls of tissue, 3 rolls of paper towels and 2 trash bags per can, guest are responsible for anything beyond that use.
7. The restroom trash must also be emptied at the end of the night as well. No feminine products are allowed to be flushed in the toilet. If the toilet is clogged for this reason and a plumber is required due to guests not following the rules you will be charged, and a total loss of the damage deposit will occur.
8. We do use cameras on our premises, AT NO TIME IS THE INSIDE CAMERA TO BE UNPLUGGED. IT IS FOR YOUR SAFETY, YOUR GUEST SAFETY AS WELL AS LULLABY STUDIOS SAFETY. If it is found to have been unplugged, you will have a total loss of your damage deposit.

COURTESY PROTOCOL: CC EVENT CENTER reserves the right to request any person or group of people acting unruly and contrary to rental regulations to leave the premises. Assistance from law enforcement agencies may be required if this request is not met immediately.

DECORATIONS: The only adhesive material allowed on the walls is drafting tape which will not damage surfaces. No masking tape, duct tape, electrical tape, transparent tape or double stick tape is allowed. All other decoration must be freestanding. Nails and staples are not permitted at any location. Rice, confetti, REAL flower petals, glitter, fog machines, pyrotechnics, sparklers and blowing bubbles are not permitted inside or outside the facilities.

TABLES AND CHAIRS: We provide 11 round 60 inch tables and 2 8- foot rectangle tables. We also provide chairs as part of our rental package, unless noted otherwise.

DAMAGE/CLEANING DEPOSIT A DAMAGE DEPOSIT IN THE AMOUNT OF \$200.00, IN THE FORM OF A CASHIERS CHECK, MONEY ORDER, SQUARE PAYMENT, Zelle, OR CASH IS DUE SEVEN (1) DAY BEFORE THE EVENT. THE DAMAGE DEPOSIT IS FULLY REFUNDABLE UNLESS DAMAGE OCCURS DURING YOUR EVENT OR IF THE SPACE IS NOT LEFT CLEAN. MAKE SURE FLOORS ARE SWEEPED AND MOPPED. (FEES APPLY IF NOT) MAKE SURE THE RESTROOM AND KITCHEN AREA IS ALSO CLEANED.

IF THE EVENT CONCLUDES PAST AGREED TIME A CHARGE OF \$65.00 PER HOUR WILL BE TAKEN FROM THE DAMAGE DEPOSIT AS DETERMINED BY THE FACILITY DIRECTOR. IT IS AGREED THAT ANY ADDITIONAL CHARGES INCURRED DURING THE FUNCTION WILL BE DEDUCTED FROM THE SECURITY DEPOSIT PRIOR TO A REFUND TO THE CLIENT. IF NO CHARGES ARE INCURRED DURING THE FUNCTION AND THERE IS NO DAMAGE TO THE FACILITY OR ITS CONTENTS, THE BUILDING IS LEFT CLEAN FLOORS SWEEPED AND MOPPED. THE ENTIRE DAMAGE DEPOSIT WILL BE REFUNDED WITHIN TEN BUSINESS DAYS FOLLOWING THE EVENT. THE FACILITY RESERVE THE RIGHT TO COLLECT FROM THE CLIENT ANY CHARGES AND/OR DAMAGES NOT COVERED BY THE DAMAGE DEPOSIT INCURRED BY THE CLIENT'S USE OF THE ROOM.

LOSS OR DAMAGE TO PROPERTY The facility is not responsible for the loss or damage of any personal property. The Client is responsible for the theft of any damage done to the facility's property by Clients' guest, attendees, employees, independent contractors, and/or other agents under the Client's contract. The security deposit may be used to cover damages or charges. The facility shall not assume responsibility for the damage or loss of any article left unattended. The facility will not be responsible for the damage or loss of any items contracted for by the renter through outside vendor (i.e. audio visual, floral, wedding items, decorations, etc.) lessee agrees to indemnify and save the owner of the premises harmless against all claims for damages to persons or property by reason of the use of the leased premises and all expenses incurred by owner including attorney's fees and court costs,

*****IF DÉCOR IS PROVIDED YOU ARE RESPONSIBLE FOR REMOVING ALL TRASH FROM THE FACILITY AND STACKING ALL PLATES, CHARGERS, AND CUPS ON ONE TABLE, CLEANING ANY AND ALL SPILLS. \$100 FEES WILL APPLY IF UNDONE CLEANUP SERVICE IS NOT OFFERED.**

CLOSED SETUP: All events are a closed setup, due to covid and other reasons we like to have a private setup. Meaning no vendors, friends, family or clients can come sit and watch us work or interrupt while working. If other people /vendors are to be present we need to know the times in which they are to arrive so what they are assigned to do does not interfere with what we are assigned to do. WE DO NOT HANDLE YOUR EVENT PLANNING NEED UNLESS HIRED AND PAID TO DO SO, WE WILL NOT ASSIST YOUR OTHER VENDORS FRIENDS OR FAMILY WITH ANY NEEDS OUTSIDE OF WHAT WE WAS HIRED TO DO

CC EVENT CENTER DOES NOT ALLOW EVENTS WITH TICKET SALES ANY AND ALL ILLEGAL ACTIVITY WILL FORFIEET ALL MONEY PAID INCLUDING DEPOSIT. YOUR EVENT WILL BE CANCELLED, AND YOU WILL BE ASKED TO LEAVE THE FACILITY

Signature _____

Print _____ Date _____