

TyLuvEvents Creative Space

Rental Contract

Your deposit of _____ secures the space for your experience located at 7490 Old National Hwy, Ste 400, Riverdale GA 30296 on from _____ The remaining _____ is due on or before _____.

Alcohol Policy:

Creative Event Space strictly prohibits the sale of alcoholic beverages of any kind without proper permits. This ensures compliance is being met under the guidelines set forth by the State of Georgia. Private events where liquor is consumed but not sold are fine. Under-age drinking is strictly prohibited. If caught or suspected, it is at the discretion of Creative Event Space to end the event. If you are selling tickets to your event and alcohol is on the premises. You must apply for a special event permit. This process takes 30-45 days and is good for 3 days at the approved location.

Catering:

Outside food is welcome. We can recommend caterers upon request.

Decoration:

Recommendation of Great Event Planners/ Designers if needed for your Event, upon request.

Cancellation Policy:

Creative Event Space recognizes the 3-day right to rescind, set forth by the State of Georgia. Cancellations within 72hrs of the time the initial deposit/full payment is received warrant a refund in the amount paid. If a booking is within 72 hours of the scheduled date credit will be applied to the amount paid. This credit can be used for future bookings. In both scenarios, the client will have 30 days to select a rescheduled date. A \$75 rescheduling fee will be applied to the balance owed. Both must be paid before the new date is issued. If there isn't a balance. Paying the fee will suffice. Your credit can only be applied to future date(s) that are available. Certain days such as New Year's Eve and/or other blackout dates. It may not apply to this condition.

If canceled by Creative Event Space, the client will be refunded the total amount paid at the time of cancellation.

Rental Policy:

Starting early or going over your time will incur a charge of \$150 per hour. The time must be available for this to occur. The end time for all events is 1 am.

If there is an excessive amount of trash, glitter, balloons, etc. Clients are responsible for gathering and removing their trash from the premises or be subject to a \$50 trash removal fee. All other cleaning duties will be handled by Creative Event Space. PLEASE NOTE: Items left behind are not the responsibility of Creative Event Space. If not picked up within 48 hours such items are subject to disposal. We encourage that a thorough check is done upon exiting the premises.

*The use of glitter and confetti will result in an additional cleaning fee of \$100. This includes balloons that contain confetti. Due to high ceilings. We ask that such balloons are also weighed.

No smoking is allowed inside the building. We ask that guests utilize the far right side of the facility for all smoke-related purposes. Hookahs are welcome inside if manned by an attendant.

Parking Policy:

You have booked Creative Event Space The address below is for Venue.

7490 Old National Hwy, Suite 400, Riverdale Ga 30296

We ask that vendors unload in front of the facility, caterers, furniture rental, etc.

You and your guest will have access to parking space on a first come first serve basis. PLEASE ADVISE: Parking in handicapped spaces without the proper permit is strictly prohibited.

On behalf of Creative Event Space. We thank you for choosing our venue to serve your needs.

By paying this invoice, you are consenting to the terms and conditions above.

Thank you, Much Success!