



Iron Spike Upstairs Room Rental Agreement

Contact Information of the Customer:

- Name: _____
- Phone Number: _____
- Guest Count: _____
- Date of Event: _____
- Time of Event: _____ All room rentals are based on a four-hour period, beginning from the agreed-upon start time.

Payment Schedule or Terms:

A signed contract and reservation deposit of \$300 must be received to reserve your date(s) and time(s). A credit card will be put on file for payments before the event.. This is nonrefundable unless Iron Spike is forced to cancel and the full deposit will be refunded. The Balance of your space rental fee is due before a reservation can be made. No terms are implied or granted and no work will be allowed to commence until full payment is received. A gratuity charge of 18% will be applied to the full amount of the bill to be paid in full the day of the event. All credit card charges have a 3% processing fee.

Cancellation Policy:

Deposits and room rental fees are non-refundable. No refunds of the space rental fees thereafter will be refunded in the case of a canceled event, as your agreement may cause the loss of additional bookings for business. However, Iron Spike Brewing Company reserves the right to cancel the event at any time for any reason, including but not limited to weather, a pandemic, natural disaster, etc. If circumstances beyond the control of Iron Spike force us to cancel your reservation, Iron Spike will refund all sums of the full rental payment and deposits.

Indemnification Clause:

Renter agrees to indemnify, defend, and hold Iron Spike, its landlord, building owners, officers, employees, and agents harmless of and from any liabilities, costs, penalties, or expenses arising out of and/or resulting from the rental and use of the premises, including but not limited to, the personal guarantee of provision, service, and dispensing of payment by client, its employees, and agents of alcoholic beverages at Iron Spike Brewing Company

Photo Release Agreement:

It is important to us that you have a successful event. Should Iron Spike be engaged in the promotion or co-production of your event, it is imperative that we see and approve all marketing messages and communications 30 days prior to the event. We are happy to provide professional created images and logos of Iron Spike for promotional needs. We also reserve the right to take pictures of your event and use them for our marketing and promotional purposes.

Food Policy:

Iron Spike Brewing strictly prohibits the bringing in of outside food for events. This includes any food items not prepared or provided by the venue. The venue permits guests to bring in cakes or cupcakes for special occasions. However, a fee of \$35 will be applied for the service of cutting, providing utensils, and plates. All food consumed during the event must be exclusively from Iron Spike Brewing's offerings and is meant to be enjoyed on-site. No leftovers or food items from external sources are allowed to be taken off the premises. This policy is in place to ensure the quality, safety, and compliance with health standards for all food served on the premises.

Entertainment and Noise Policy:

The use of live music, DJs, or dance floors is prohibited during the event. This restriction aims to maintain a peaceful atmosphere and prevent disturbances to the downstairs restaurant or other guests within the establishment. Guests are responsible for maintaining a noise level that does not disturb other patrons or the normal operation of the establishment. This includes keeping conversation and other activities at a volume that is respectful of the venue's other customers and surrounding areas.

Conduct Policy:

There is absolutely no drug use or smoking of any kind tolerated on premises or within 15 feet of the building. Disparaging remarks or any type of physical violence will not be tolerated and will be cause for immediate expulsion. Client and guests shall use the premises in a considerate manner at all times. Conduct deemed disorderly at the sole discretion of Iron Spike Brewing Company staff shall be grounds for immediate expulsion from the premises and conclusion of the rental period. In such cases no refund of the rental fee shall be made. Iron Spike Brewing reserves the right to refuse service to anyone for any reason.

Decoration Policy:

Iron spike wants to make every event here a special and welcome experience. Therefore every effort will be made to allow renters to prepare decorations reflecting their creative requirements. No nails, screws, staples or penetrating items should be used on our walls, brick or fine wood. No tape or gummed backing materials should be used. In an extreme case of any wall damage, the card on file will be charged.

Lost or Stolen Objects:

Iron Spike takes no responsibility for personal effects and possession left on premises during or after any event. We do, however, maintain lost and found and will hold recovered items. With that, every attempt will be made to return any recovered item to its rightful owner.

Menu Agreement:

Iron Spike Brewing and the customer have agreed on the following menu:

(Please list the menu items and details here)

By signing below, the customer acknowledges and agrees to abide by the terms and conditions outlined in this agreement:

Customer's Signature: _____ Date: _____

Brewery Representative's Signature: _____ Date: _____.

Please provide a copy of this agreement to the customer for their records, and ensure that both parties retain a signed copy for reference.