

Bottle Rocket Brewing Company Event Space Rental Agreement

Event Name: _____

Renter Name: _____

Renter Phone: _____ Renter Email: _____

Date of Event: Month _____ Day _____ Year _____

Setup Time: _____ Event Start Time: _____ End Time: _____ Tear down until: _____ Total Rental Time: _____

Total rental time is a two-hour minimum. Setup/teardown time is counted within the total rental window.

The renter is responsible for the setup & teardown of tables & chairs; cleaning and returning space to the prior condition. Broom, Mop, Vacuum, and Rags will be provided. Failure to do so will incur a \$100.00 cleaning fee. We hold a credit card upon arrival and will inspect the space before departure. Renter may opt for BRB staff to clean and incur the \$100 fee. Renter may bring and set up decorations and table cloths; **NO glitter or confetti is allowed. An additional clean up fee will be charged.**

Type of Event: Party __ Reception__ Banquet __ Shower__ Graduation__ Other : _____

Number of guests expected (Range OK): _____

Indicate the space for your rental:

___ Large Event Space, including Loft: **\$100.00 per hour.** (155 max Main floor + Loft- 45 max capacity seating).*

___ Large Event Space, **without** the Loft: **\$65.00 per hour.** (155 max Main floor, Loft can be used by events or public).*

___ Large Event Space Loft ONLY: **\$50.00 per hour.** 45 capacity. (Open area. Large event space below will be open to the public).*

___ Second Floor- Old Mill (closed room): **\$50.00 per hour.** 24 capacity.*

___ Beer Garden & Deck: **\$50.00 per hour.** 75 capacity.*

***ALL SPACE RENTALS INCLUDE A \$15.00 DRINK CREDIT PER HOUR. ADDITIONALLY, EACH RENTAL INCLUDES ACCESS TO TABLES, CHAIRS, A SOUND SYSTEM WITH A MICROPHONE, AN HD PROJECTOR, AND BLACK TABLECLOTHS.**

Host tab _____ Max \$ host tab: _____ Guests will pay their own tabs _____

The brewery offers a selection of beverages, including beer, wine, spirits, and a variety of non-alcoholic options.

___ Request for Bottle Rocket staff to clean up and reset tables after event: Additional \$100 fee.

An additional Charge of \$15 per hour will be assessed if rental time is outside of normal hours. Initials: _____

Renter will only be allowed to use the facilities that are marked above. If multiple spaces are rented, the rates of each space are combined for the total amount due. Renter will not remove any existing building décor without direct permission and noted in the additional notes below prior to the event. If the renter removes or damages décor, there will be additional fees.

In accordance with Nebraska State Law, outside alcohol of any kind is not allowed on any part of the property. If violated individuals will be requested to leave the premises, alcohol will be confiscated, and the incident could lead to additional fees. Please acknowledge with your initials: _____

The total rental fee is \$_____. 50% deposit due upon reservation. The balance is due at the time of the event. If the rental or taproom balance is paid later than the day of the event, a 20% holding and gratuity will be charged.

No refunds on down payments. Paid: \$_____ Remaining Balance Due: \$_____

Renter Printed Name: _____

Renter Signature: _____ Date: _____

** Please email the form to: rentals@bottlerocketbrewing.com

Additional Notes: