

PLATFORM STUDIOS FACILITY RENTAL CONTRACT

Hours: M – Th 6:00 am – 10 pm | F – Sa 6:00 am – 12:00 am | Su 6:00 am – 8:00 pm

Renter Information

Renter (Print Name): _____

Address of Renter: _____

Phone Number(s) _____

Event Information

Class or Event Name _____

Event Statement _____

Event Date: _____ Set-Up Time: _____

Event Start Time: _____ End Time: _____ Transitioning Time: _____

Staff Members Required _____

RULES, REGULATIONS, RESPONSIBILITIES, AND FEES.

Fees

1. A booking is not confirmed until a deposit of 50% of rental fee is paid. This does not include a damage deposit of \$100 (that is to be returned within 3 business days of damage assessment clearance) and cleaning fee of \$30. Closing balance is to be paid in full at least 14 days before booking or booking will be cancelled and deposit will be forfeited.
2. Renter agrees to pay a damage deposit in the amount of \$100 and a cleaning fee in the amount of \$30 at least 72 hours prior to booking date. FAILURE TO PAY CLEANING FEE AND/OR DAMAGE DEPOSIT AT LEAST 72 HOURS PRIOR TO SCHEDULED RENTAL WILL RESULT IN THE FORFEITURE OF PREPAID RENTAL FEE.
3. Full refund of total paid for cancellations are made within 48 hours of booking, if the check-in date is at least 30 days away. 50% refund of deposit for cancellations made at least 14 days before. No refunds of any kind for cancellations made within 14 days of check in.

Rules and Regulations

4. Renter agrees to enforce Platforms no tolerance non-smoking policy and to prohibit the SALE of alcohol unless party is granted permission by the Board of Liquor License Commissioners for Baltimore City. ABSOLUTELY NO UNDERAGE DRINKING. IT'S THE LAW.

5. Renter agrees to prohibit any actions that may injure guest, damage the facility or the equipment therein. Renter is solely responsible for the care and supervision of the facility and protecting all attendees. Renter accepts the liability of any damages to property or injuries to guest that may result in lawsuit or property damage during time of usage.
6. Renter and Renter's guest are to stay in space reserved for their event. NO TRESSPASSING.

Responsibilities

7. A representative of Flatform Studios will be present to grant renter access to building and is subject to monitor event at Company's discretion.
8. If representative is not present during event, renter is responsible for disposing all overloading trash and cleaning all spills.

Notices

9. Flatform Studios is a private business that reserves the right to refuse event attendees and future business with renter without said reason. If renter did not violate agreement, Flatform will return any payment(s) made for the securing of future dates.
10. The granting of usage of Flatform Studios' facility is not an endorsement or ratification of the aims, goals, decisions, discussions and/or statements of the renter granted usage and should not be interpreted as such. All activity must be in accordance with federal and state laws and local accordance.
11. If any terms listed in this agreement are not met, Flatform can terminate agreement without refund at any time from then on.

Acknowledgement of Agreement

I (renter) _____ agree to all information, Rules, Regulations, Responsibilities and Fees stated in the FLATFORM FACILITY RENTAL CONTRACT.

Signature _____ Date: _____

Representative Name _____

Signature: _____ Date: _____