

**The Empowerment Studio** 2310 Vintage Ct  
Excelsior Springs, MO 64024

## EVENT RENTAL AGREEMENT

This Event Rental Agreement ("Agreement") is made between **The Empowerment Studio** ("Studio") and the undersigned ("Renter") for the temporary rental and use of the Studio located at the above address.

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### 1. Event Details

**Renter Name:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Event Date:** \_\_\_\_\_

**Event Start Time:** \_\_\_\_\_ **End Time:** \_\_\_\_\_

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### 2. Rental Cost and Deposit

- **Hourly Rate:** \$\_\_\_\_\_ per hour
- **Minimum Rental:** 2 hours
- **Minimum Total Cost:** \$\_\_\_\_\_
- **Security/Damage Deposit:** \$\_\_\_\_\_

The **Deposit** is due at the time of booking and will be applied toward the total rental cost. The balance is due prior to the event. If damages to the Studio premises, furnishings, equipment, or contents occur during the event, Renter agrees to be charged the **full replacement cost** of the damaged items, which may be deducted from the Deposit. If the

cost of damages exceeds the Deposit, Renter agrees to pay the difference within five (5) business days.

If no damages are found, any remaining balance of the Deposit will be refunded within ten (10) business days after the event.

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### 3. Alcohol and Regulated Substances

The Studio **does not hold a liquor license or any special permit** for the serving or consumption of alcohol, liquor, cannabis, or other regulated substances.

- Any such substances must be **approved in writing** by the Studio prior to the event.
- If provided, these substances must be supplied by a **legally licensed provider** within the State of Missouri.
- If the event is designated as **Bring Your Own Alcohol (BYOB)**, an **additional charge and deposit** will be required to cover cleaning, risk, and liability concerns.
- Any event serving or permitting alcohol, liquor, or other regulated substances must be **age-restricted to 21+ only** and must comply with all state and local laws.

All other events must be **18+** unless approved in writing by the Studio.

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### 4. Liability and Damages

Renter is fully responsible for all guests, activities, and property use during the event. Any damage to the Studio or its contents, whether intentional or accidental, will be the financial responsibility of the Renter. The Studio is not liable for personal injury, theft, or loss of property occurring during the event.

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### 5. Payment Schedule Checklist

#### Booking Payment Checklist:

- ☐ Deposit Amount Paid: \$\_\_\_\_\_
  - ☐ Date of Deposit Payment: \_\_\_\_\_
  - ☐ Balance Amount Due: \$\_\_\_\_\_
  - ☐ Date of Balance Payment: \_\_\_\_\_
  - ☐ Additional Alcohol BYOB Fee Paid (if applicable): \$\_\_\_\_\_
  - ☐ Additional Alcohol Deposit Paid (if applicable): \$\_\_\_\_\_
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## 6. General Terms

- The Renter agrees to leave the Studio in the same clean and orderly condition as it was received.
  - All decorations must be pre-approved, and no permanent alterations to the space are permitted.
  - Events must end on time, and any overtime will be billed at the agreed hourly rate.
  - The Studio reserves the right to cancel or terminate an event without refund if illegal activities, excessive damage, or violations of this Agreement occur.
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## 7. Acceptance and Signature

By signing below, the Renter agrees to the terms set forth in this Agreement.

**Renter Name (Print):** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**The Empowerment Studio Representative:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_