



# ***Eudora Brewing Company Monday Night Rental & Event Policy Agreement***

The following document outlines the Eudora Brewing Company's Monday Night Taproom Rental & Event policy agreement.

As stated on the Eudora Brewing Company website, <https://www.eudorabrewing.com/specialevents>, the RENTER agrees to the below terms and conditions upon submission of the rental form.

Failure to comply with listed policies may result in either: a) cancellation of event prior to RENTER's reservation date with a refunded deposit or b) additional fees at the time of event-end.

Monday Night Rental Policies and Amenities:

## **1. Rental Costs & Details:**

- 1.1. The cost to rent the Taproom on a Monday Night is \$250 per hour
  - 1.1.1. Rental fee **does not** include gratuity for bar staff. (Please tip!)
  - 1.1.2. Rental fee **does not** include food, beverages, catering services, direct table service, or decorating/set-up services.
- 1.2. All Renters must be 21+ years of age to rent the taproom
- 1.3. Rental includes the use of all general taproom seating as well as the patio.
  - 1.3.1. The renter and renter's party are not permitted in the Customer Brewing area, brewery, kitchen, or Eudora offices.
  - 1.3.2. Eudora is not able to provide extra tables or chairs.
  - 1.3.3. Any extra tables, chairs, or event supplies must be taken with the renter at the conclusion of the event unless otherwise approved by a Eudora staff member.
2. The taproom will not be rented to any party for political use of any kind.
3. The Eudora staff reserves the right to deny or cancel any private event (with a refund of the Renters deposit) at any time.
4. **Food & Drink:**

- 4.1. Beverages: All drinks, including non-alcoholic beverages, must be purchased from the bar.
  - 4.1.1. No outside drinks are permitted, alcoholic or nonalcoholic.
  - 4.1.2. Any tabs left open at the conclusion of the event are subject to a 20% gratuity charge.
- 4.2. Food: The renter is permitted to bring commercially-prepared or catered food. Homemade food is not allowed per health dept.
  - 4.2.1. Eudora Brewing Company and Eudora Brewing Company staff are not responsible for preparing any non-Eudora food or providing utensils or dishware.
  - 4.2.2. The renter is responsible for coordinating with any chosen catering service.
    - 4.2.2.1. Eudora event staff is not responsible for coordinating with caterer/catering services
    - 4.2.2.2. The renter or their chosen service is responsible for bringing **all** cooking, preparation, and service materials needed including, but not limited to: serving trays, serving utensils, ice, hot and cold wells, extra tables, tablecloths, etc.
5. Taproom Amenities:
  - 5.1. All renters are permitted to use general taproom amenities such as: pool tables, darts, bubble hockey, pinball, cornhole, the Thunderball Room, bathroom, etc.
    - 5.1.1. The cost to play Bubble Hockey and Pinball are **not** included
    - 5.1.2. Access to the kitchen, customer brewing area, brewery area, and offices are NOT included.
  - 5.2. The taproom will be cleaned and set up prior to the rental's start time as it would be for regular service
    - 5.2.1. In the event of a known pest (bird/mouse/bug) prior to the renter's event, Eudora will make a reasonable attempt at removing the aforementioned pest.
    - 5.2.2. Eudora cannot guarantee the complete absence of pests during the rental period and is not responsible for controlling or removing pests once an event begins.
  - 5.3. All trash must be disposed of in the proper receptacles.
    - 5.3.1. Please do not place non-compostable items in any of Eudora's compost bins
    - 5.3.2. The renter may supply their own trash receptacles if they do not wish to use Eudora's multi-compartment waster

containers.

- 5.3.2.1. If the renter chooses to supply their own receptacles, a Eudora team member will move the existing containers out of the taproom for the duration of the rental.

## 6. Decorations

- 6.1. The renter may set up and use non-permanent decorations during their listed rental period
  - 6.1.1. NO nails, screws, staples, or penetrating items are to be used on any surface.
  - 6.1.2. NO Glitter or confetti
  - 6.1.3. Only **low-tack tape** should be used on the walls, floors, and other surfaces (we recommend painters tape)
  - 6.1.4. NO 3M products
- 6.2. Any decorations must be taken down and removed by the end of the rental period *unless otherwise specified by Eudora.*
- 6.3. The cardholder/point of contact may be held liable for any damages incurred during an event

## 7. Miscellaneous:

- 7.1. Children in the taproom must be accompanied by an adult
- 7.2. Garage doors and windows may be opened by request **at the discretion** of Eudora staff members
- 7.3. Pre-selected music is available to be played via TouchTunes (by genre) & select television channels may be watched on taproom televisions.
  - Videos and slideshows may be played on the TV via an HDMI cable or a system brought by the renter in the THUNDERBALL ROOM
  - Eudora does not provide any audio or av equipment, including but not limited to: microphones, amps, speakers, HDMI cables, projectors, screens, laptops.
  - Any audio, visual or other av equipment supplied by the renter for use during the event must be approved by Eudora and tested prior to the rental period.