Wedding Venue Rental Agreement

Effective date: _____

Venue/Owner: _____, of _____, email/phone _____ ("Venue")

Renter/Clients: _____ and _____, email/phone _____ (together, "Renter")

1. Reservation and licensed use

Venue grants Renter a revocable, temporary license to use the following space: _____, at _____, solely for a private wedding and reception on _____. Access begins at _____ and ends at _____, including setup and cleanup. Maximum attendance is _____ persons. The rental includes: _____. It excludes: _____.

Renter will use the space lawfully and comply with all venue rules, capacity limits, noise ordinances, alcohol requirements, fire rules, and directions of Venue staff. No open flame, smoking, confetti, fireworks, animals, decorations, catering, amplified sound, or outside vendors are permitted except as follows: _____. Renter is responsible for guest and vendor conduct and for obtaining any required permits.

2. Fees, deposit, and payment

Rental fee: **$**_____. A nonrefundable reservation retainer of **$**_____ is due at signing; remaining rent of **$**_____ is due by _____. A refundable damage/security deposit of **$**_____ is due by _____ and will be returned within _____ days after the event, less documented charges for damage, missing items, overtime, abnormal cleaning, or rule violations. Payments may be made by _____. Approved extra charges are: _____.

3. Setup, cleanup, and damage

Renter may enter only during the access period. Renter will remove personal property, decorations, waste, and vendors by the end time and leave the space in substantially the same condition received. Venue may charge $_____ per _____ for unapproved overtime plus actual costs. Renter must promptly report damage. Venue may use the deposit and pursue additional documented costs for damage caused by Renter, guests, or vendors beyond ordinary wear.

Renter and guests will observe posted quiet hours, sound limits, capacity, and setup/strike rules.

4. Insurance and safety

Renter will obtain event liability insurance of at least $_____ per occurrence and name Venue as additional insured, if required here: _____. Renter releases Venue from claims arising from Renter's event except to the extent caused by Venue's gross negligence or willful misconduct. Venue is not responsible for lost, stolen, or damaged personal property.

5. Cancellation, rescheduling, and force majeure

Renter may cancel by written notice. The reservation retainer remains earned. If cancellation occurs more than _____ days before the event, Venue will return payments beyond the retainer less completed work and nonrecoverable costs; thereafter, Renter owes: _____. A change of date is effective only if Venue agrees in writing and the new date is available; one transfer within _____ months is permitted/fee: _____.

If the space cannot be used because of a natural disaster, severe weather, government order, epidemic, utility failure, or other event beyond Venue's reasonable control, Venue will offer a reasonably available alternate date. If that is not accepted or available, Venue will return amounts paid less completed work and nonrecoverable costs. Neither party is liable for consequential damages from such an event.

6. General terms

Venue may end the event for a material safety, capacity, illegal-use, or rule violation after reasonable warning when feasible. This Agreement is the entire agreement and changes only by signed writing. If one term is unenforceable, the rest remains effective. The law of **State of** _____ governs. The parties will try good-faith discussion and then mediation before suit, except for urgent relief. Electronic signatures are valid.

Renter will defend and hold Venue harmless from third-party claims, damages, costs, or fees arising from Renter's or guests' conduct or venue permissions, except to the extent caused by Venue's negligence. To the extent allowed by law, the prevailing party in any action to enforce this Agreement may recover reasonable attorney fees and costs. Disputes may be heard only in the courts of the State named above; claims eligible for small-claims court may instead be brought there.

_____

Renter/Client 1

_____

Date

_____

Renter/Client 2

_____

Date

_____

Venue authorized representative

_____

Date

Free template from vowsign.app. Fill it in and send it for e-signature at vowsign.app. General information, not legal advice; have a licensed attorney in your state review any contract before you use it.