**ALL THINGS SERENITY, LLC YOGA & EVENT CENTER**



**BUILDING RENTAL CONTRACT**

 106 E. High Street, Union City, MI 49094

 Paula DeJongh, Owner (517) 230-5173

AllThingsSerenity@gmail.com [www.AllThingsSerenity.com](http://www.AllThingsSerenity.com)

**This building rental agreement is between** **All Things Serenity, LLC,** **and**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **(Responsible Party Name/Renter)**

**Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **(Street) (City) (State) (zip code)**

**Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Type of Event \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Guests #\_\_\_\_\_**

**Guest of honor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Building area: Main Floor Deck**

 **(please circle all that apply)**

**Date of event\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Arrival/Set-up time \_\_\_\_\_\_\_\_\_\_\_\_\_ am /pm**

**Event start time \_\_\_\_\_\_\_\_\_ am/pm Building exit time \_\_\_\_\_\_\_\_\_am/pm**

**Tables/chairs outside #\_\_\_\_ Tables/chairs inside #\_\_\_\_ Dishes \_\_\_\_\_\_ Silverware \_\_\_\_\_\_**

(you will be required to set-up inside & outside tables & chairs in the design format you desire)

**SERVING ALCOHOL –** Alcohol is ONLY permitted if you purchase an insurance rider on your home/rental policy ($0 - $35). Send me a copy no less than 1-week prior to your event or alcohol will not be permitted on the premises**. I understand & agree** **\_\_ Not serving alcohol\_\_**

**RENTAL PAYMENT - This contract & payment must be returned within 1 week in order to reserve your date.** Payment via check or cash. Venmo at Paula-DeJongh (last 4 digits of phone 5173). Paypal @ All Things Serenity. **Renter must pay extra $5 surcharge fee.** Thank you!

Minimum rental is $300 for 5-hours of building occupancy (includes set-up, packing out, sweeping & exiting the building by the 5th hour of your rental. One additional hour can be obtained for $25 & is expected if you run over. Full rental fee is due at the time of rental reservation. If an unforeseeable cancellation occurs by either party, a $25 fee will be retained & applied to a future rental date within 1 year of this contract.

**Flat fee 5-hour rental $300 $\_\_\_\_\_\_\_**

**Additional hour $25 $\_\_\_\_\_\_\_ (maximum 1 hour)**

**All day rental $600 $\_\_\_\_\_\_\_ (max 10-hours, excludes weddings & special parties)**

**Black linen rental fee $20 $\_\_\_\_\_\_\_ (optional)**

**Total Cost/Payment $\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, agree to accept all the terms of this contract with**

**All Things Serenity, LLC/Paula DeJongh Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**RENTAL RESPONSIBILITIES**

* Please show respect for this charming building & leave it as clean & orderly as you found it.

**Run the sweeper after your party & mop up spills on floor, chairs & tables**

* **Avoid the use of balloons & confetti inside or outside** – It’s been a nightmare for me!
* Overhead globe light switch is by the front door & the deck door – top button on, bottom button off. Another switch is by the bathroom hallway that works the back set only
* While unloading & loading please keep the front doors shut as much as possible to maintain heat, cooling & control bug entry
* Careful not to track in dirt, mud or salt
* Do not lean ANYTHING against the walls
* Do not stand on chairs. Ladder is in the kitchen or stairway closet
* No tape or adhesive of any kind on the walls, doors or cork boards
* Tape application to the mirrors is acceptable
* Hooks above south & west walls for hanging decorations above the food table
* Leave fans in set position, but if you wish to change them please ask for my assistance
* Don’t place wet items on the wooden furniture, floor, bar or antique trunk
* Sweeper, mop & brooms are in the kitchen closet
* Collect all the trash & put in my garbage can in front of my house, which is next door, not across the street in the restaurant dumpster!
* Please recycle anything possible in the brown recycle can in the kitchen
* Dump leftover ice on the stones only – it kills grass and flowers
* Before you leave check the refrigerator, oven, microwave, kitchen closet for your items
* Bring baggies & containers for left-overs
* Make sure no water is running in the sinks and toilets
* Turn the thermostat down to 55 in the winter & “off” position in the summer months
* Close all doors tightly when you leave – I’ll give you instructions in case I’m not here
* Leave the tables and chair in the arrangements you used for your party
* Deck furniture that was pulled out of storage will have to be put back into storage

**THANK YOU!**

***AMENITIES – ALL INCLUDED (except linen rental)***

***INDOOR***Maximum capacity 80 (please observe this when deciding invitations)Tables can be set-up 2-square or 2-long ways end for end for 12 seats each way6 ft. x 29 in. white rectangular tables (10)8 ft. x 29 in. white rectangular tables (3)4 ft. x 29 in. white rectangular tables (2)4 ft. white circular tables (3)Black chairs (75)Large round oak table & 7 oak chairsAntique chest filled with rental amenities

Oak wood bar on wheels

**LINENS  (rental fee is $20 for all)**Black 8 ft rectangular table linens (2) Black rectangular table linens (17) Black linen napkins (80) Black high top table linens (4)

Red round table linens (2)Antique variety of table cloths, circa 1950s (6)

**DECORATIONS**
Chalk boards with easels - multiple small sizes for food identification & fun (15)
Sandwich board for sitting outside the door (1)
Light blue mason jar candle holders (4)
White mason jar candle holders (5)
Clear tall 8 & 4-inch candle holders with stones (8)
Antique jugs (10)
Wooden antique boxes with antique jars (6)
Several unique strings of lights (all sizes)

***PREP KITCHEN***Stove, refrigerator, microwave, 12-cup coffee maker, 40-cup coffee maker (no filter required)White heavy glass dinner place settings (150 plates, dessert plates, bowls, cups)  Assorted silverware sets (80)Clear plastic glasses (80)           Glass wine glasses (40 assorted)

**OUTDOOR**

Private gazebo & water frontage for wedding ceremony and/or pictures

100 x 50 side deck space 10 x 30 back deck spaceOutdoor chairs - brown (60)High top tables & linens (6) high top chairs (19)Wicker chairs & multiple small drink tables (seating for 8)Steel table & 2 chairs (2 sets, seating for 4) Long lounger with cushion

Chair hammock

**CONTACT OR SPEICAL REQUEST - Feel free to call and discuss options**Text or call:  517-230-5173 (Paula DeJongh, Owner)FB message:  All Things Serenity Email:  AllThingsSerenity@gmail.comLike my Facebook & Instagram Pages

**HAVE YOU THOUGHT OF THESE FUTURE FUN IDEAS?**

**AERIAL YOGA BACHELORETTE, BIRTHDAY, GIRLS NIGHT OUT PARTY& KIDS BIRTHDAY**Have the kind of party everybody will remember!The yoga studio 8 aerial swings offer an hour of exciting and challenging physical fun!  Loaner floor mats also available for floor practice.If creating crafts is your "thing" then together we will plan to paint, build, sew, plant, draw, cut, paste any material together that Pinterest can come up with!  I will run the party and teach the craft (unless you have someone else in mind).  You purchase the supplies and together we will have a whole lot of fun!  You are welcome to get catering or bring in your own prepared food, cake, ice cream and drinks.  Together we will work out the cost involved for your special event and meet all your needs!