

The Village Contract

Email: thevillageeventspace@gmail.com for inquiring!

Phone: Armani (302) 887-6254

RENTAL FEES FOR 2025

Rates:

\$300/hr (2hr-3hr)

\$250/hr (4hr+)

Holiday Rate- \$400/hr

✓ SECURES DATE OF EVENT \$120.00

✓ CLEANING & DAMAGE DEPOSIT \$180.00

INQUIRING IF A DATE IS AVAILABLE DOES NOT SECURE YOUR DATE. AFTER CONTRACT IS SIGNED AND DEPOSIT IS PAID YOUR DATE WILL BE TEMPORARILY SECURED UNTIL FINAL BALANCE DUE DATE. NO EXCEPTIONS!

\$120.00 (put towards balance)

\$180.00 (cleaning, damage deposit, and cancellation)

*Deposit is refundable ONLY IF the venue is left in the “same condition” it was given after inspection by The Village (7 business days)

*****FINAL BALANCE IS DUE 4 WEEKS BEFORE THE EVENT!**

NO PAYMENT WILL BE ACCEPTED THE DAY BEFORE OR DAY OF THE EVENT. YOUR EVENT WILL BE CANCELED DUE TO BREACH OF CONTRACT! \$50 LATE FEE IF PAYMENT IS MADE PAST THE DUE DATE & BOOKING IS NO LONGER SECURED. NO REFUND, NO EXCEPTIONS!

*****CANCELLATION POLICY- TO RECEIVE A DEPOSIT REFUND (\$300), BOOKINGS MUST BE CANCELED WITHIN 48 HOURS AFTER PAYMENT IS MADE. ***IF EVENT IS CANCELED WITHIN 4 WEEKS PRIOR TO THE DATE, ALL PAYMENTS ARE NONREFUNDABLE. NO EXCEPTIONS!**

Additional Services Available:

Setup & Breakdown Tables/Chairs: \$400

DJ: TBD

Catering: TBD

Kitchen Access:

Using appliances such as the stove and deep fryer are available for \$65/hr plus an additional \$100 deposit! *Must have required licensing and insurance! (Due no later than 2 weeks prior to date)

Trash Removal:

Trash must go in the dumpster out back.

Overflow charge will be applied if the dumpster does not close.

Included:

Main center space, front/back outside space, kitchen access, surround sound system, bluetooth speaker, chairs/tables, and free parking.

Extras:

Small Room- \$60/hr (\$60 flat if add-on)

Adult Lounge- \$100/hr (\$100 flat if add-on)

Projector- \$50

Microphone- \$50

8' x 16' Black Stage- \$400

Set Up:

Clients are given 4 hours prior to set up for no additional charge. \$50/hr for every additional hour! Clients are allowed to set up the day before if we have availability.

Clean Up:

Clients are given 60 minutes after the event for cleanup (staying longer may forfeit deposit).

Alcohol:

Permitted for “personal use” only! A gathering liquor license must be provided 5 days prior to the event if you would like to sell alcohol (plus additional \$200 fee).

***NO SMOKING!**

***EVENT MAY NOT EXTEND PAST 1:00AM! (\$300-\$350/HR AFTER-HOUR FEE APPLIED)**

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EVENT DETAILS

CLIENT (Copy of Photo ID):

PHONE:

EVENT TYPE:

DATE:

TIME:

RATE:

DEPOSIT: \$300

TOTAL:

Payment Options: Circle One

1. Apple Pay- 302-887-6254
2. Venmo- @ArmaniSosaa or 302-887-6254
3. Zelle- 302-887-6254
4. Cash
5. Certified Check (written to “Armani Management Group”)

CLIENT:

AUTHORIZED REPRESENTATIVE _____ (PRINT)

SIGNATURE: _____ **DATE:** _____

VILLAGE EVENT SPACE:

AUTHORIZED REPRESENTATIVE _____ (PRINT)

SIGNATURE: _____ **DATE:** _____