

Game Room Event Agreement Summary + Booking, Payment Information

Times Days of Week	License/Host Fee	Security Deposit	Booking Fee Amount due	Payment Plan To hold Date	Final payment due 30 days Before the event
GAME ROOM					
Sunday all Day Saturday Afternoon	\$35/Hr 4 Hour min=\$140	\$100	\$240	\$150	\$90+ additions if any
Weekdays/Weeknights Basement Gameroom	\$30/Hr 4 Hour min = \$120	\$100	\$220	\$140	\$80+ additions if any
Weekend Gameroom Friday/Saturday Night	\$50/Hr 4 Hour min= \$200	\$100	\$300	\$170	\$130 + additions if any

1) You may come in one hour before the start of your party to set-up/decorate. Our staff will assist in moving furniture etc. No nails, screws, staples, or penetrating items shall be used on walls, wood or other surfaces, all tape and gummed backing materials shall be properly removed. Glitter, confetti, open flames or bubbles are strictly prohibited. Additional set-up time may be purchased for \$20/Hr

2) If your party is longer than the minimum time you may purchase additional hours. These additional fees must be paid either 30 days in advance of the party or at the time of booking whichever is less. Events may be extended the day of the Party at the discretion of your bartender/Host, but may not extend past 1 am.

3) The Security deposit will be returned 7 days after the event provided there is not any damage to the facilities or excessive cleaning required. At the close of the event, if requested we will walk through the venue/ parking lot with the client to determine if any or all of the security deposit will be retained.

Dumpsters behind the Westside Venue are for recycling, under no circumstances should garbage be placed in them.

4) Westside Venue Catering must be ordered and paid for at least two weeks in advance.

5) The gameroom is equipped with numerous small tables. You may switch them out for banquet tables.

6) The game room is located in the basement and is equipped with a pool table, Shuffleboard, steel tip darts, old school jukebox, and numerous board games. Basement seating can accommodate 30 people.

7) You, your guests and vendors must abide by all local, state and federal laws and the following restrictions: no Cover charge, no stripping or nudity, no outside drinks of any kind including soda, water bottles and fruit juice., no smoking within 15 feet of an entrance, no illicit drug use or drug paraphernalia .

8) Vendors not on our preferred list must hold the following insurance; single limit liability of not less than \$1 million and a general aggregate liability of not less than 2 million and name Westside Events LLC as additional Insured. All service providers must comply with all applicable laws and obtain any and all required permits and licenses.

9) Cancellations- If you cancel 30 days prior to the event, all fees paid except the Security deposit (\$100) will be returned. You can only use the space for the event and for no other purpose. If we find the nature of the event subjectively inappropriate we can cancel your event and return your fees. If you fail to complete payment or breach the contract we can cancel your event and keep all fees.

10) Payments can be made by cash, check, credit card, paypal or zelle.. Credit card payments will require an additional service fee of 4%. Paypal fees if any will be charged back to the client.