Event Venue Rental Agreement

This agreement is made between the Venue and the Hirer named below and takes effect on the date of the last signature.

Venue

LEGAL NAME

EMAIL

PHONE

ADDRESS

Hirer

FULL NAME

EMAIL

PHONE

ADDRESS

Premises

VENUE NAME AND ADDRESS

AREA OR HALL BOOKED

MAXIMUM CAPACITY

Term

EVENT DATE

EVENT TYPE

EXPECTED GUESTS

SETUP FROM

EVENT START

VACATE BY

Rent and deposit

HIRE CHARGES (₹)

ADVANCE (₹)

DAMAGE DEPOSIT (₹)

Cancellation: advance refunded in full up to 30 days before, 50% up to 15 days, none after that.

Terms

- Vendors. Outside caterers and decorators are allowed only if listed by the Venue or approved.
- Sound. Amplified sound stops at 10 pm outdoors unless a permit is obtained.
- Licences. Alcohol is served only with the required licence.
- Safety. The Hirer keeps guest numbers within capacity and exits clear.
- Damage. Damage by guests or vendors is deducted from the deposit.

Initials

General terms

- Governing law. This document is governed by the laws of India.
- Entire agreement. This document is the whole agreement between the parties on its subject and replaces earlier discussions.
- Amendments. Changes are valid only in writing signed by both parties.
- Severability. If a clause is unenforceable, the rest of the document still applies.
- Notices. Notices may be sent to the email addresses given above and take effect on delivery.
- Electronic signatures. The parties agree to sign electronically; electronic signatures and records are valid under the Information Technology Act, 2000.

Venue

SIGNATURE

PRINTED NAME

DATE

Hirer

SIGNATURE

PRINTED NAME

DATE