

HONEY HILL

2019 EVENT RENTAL CONTRACT

Welcome to Honey Hill Event Center! Honey Hill is conveniently located in Osceola, Iowa along Interstate 35, exit 34, just 30 minutes south of Des Moines.

We have an attractive and convenient venue that overlooks the beautiful Iowa prairieland. We graciously offer the use of our indoor and outdoor facilities, serving groups from 10-200+ people. We can accommodate up to 200 guests (150 if all seated at round tables) indoors as well as an additional 25 guests on our scenic outdoor deck. The large indoor wooden bar provides a natural centerpiece and gathering point. The main room is large and open with neutral fixtures and furniture, providing our guests the opportunity to decorate for virtually any occasion that should be desired.

The building is comfortably heated and cooled year-round. We have spacious women's and men's restrooms. There is a modern kitchen available for food prep and storage. Catering is encouraged for groups over 20. There is no restriction on caterers or food brought onto the premises. Round tables and standard folding chairs are available on site for seating as well as rectangular and high-top cocktail tables are available for food or other presentation items. AV equipment & sound is available upon request.

“Event Rental” Fees & Terms (tax must be added)

Full Day Event Rental Monday-Thursday: \$300

Friday, Saturday, or Sunday Daily Event Rental: \$750

Holiday Daily Event Rental: \$1200

Waste Disposal Fee Per Event: \$80

Cleaning Fee= variable pending event

Ask about our Table Linen and Chair Cover Rentals (black & white are readily available)

(Renter may bring in other colors of their choice. Table & other décor may be done by renter or hired vendor.)

50% of the rental fee is due at the time of booking to hold your event date on our calendar. The remainder of the total rental fees are due 30 days prior to the event date. Events booked within 30 days of the event date will require 100% of the total rental fees+ tax paid at the time of booking.

Catering, Food & Beverages

There is no exclusivity or preferred catering list. Renters can bring in food and caterers of their choice. We would be happy to recommend local caterers and options if desired. Outside alcohol is generally not allowed. Only with express permission from Honey Hill owners is a renter allowed to bring in alcohol and a corkage fee will be applied and a liability (“TULIP”) policy will be required.

BY LAW NO ONE UNDER AGE 21 MAY CONSUME ALCOHOLIC BEVERAGES.

Honey Hill management or representatives may ask guests for verification of age. Honey Hill reserves the right to ask the entire party to leave if a minor is consuming alcohol, without possibility of refund. Honey Hill assumes NO responsibility or liability for underage drinkers. If the proposed event is to include an “open bar” or anticipates a larger event with alcohol services, Honey Hill further reserves the right to require the renter to hire a private and/or off-duty police officer to be present at the event, at the renter’s expense.

Cancellation Policy

If it becomes necessary for you to cancel your Event Rental, you might be eligible to receive a refund on your Rental Deposit. If you elect to cancel your event with sufficient notice, Honey Hill may be able to use the facilities for other purposes. Therefore, your Event Rental is subject to the following cancellation terms:

Monday-Thursday Event Rental:

Full Refund for 3 months’ notice of cancellation

50% Refund for 45 days’ notice of cancellation

No refund if under 45 days’ notice

Friday, Saturday, & Sunday Event Rentals:

Full Refund for 9 months’ notice of cancellation

50% Refund for 6 months’ notice of cancellation

25% Refund for 3 months’ notice of cancellation

No refund if under 3 months from event date

Holiday Event Rental:

Full Refund for 12 months’ notice of cancellation

50% Refund for 9 months’ notice of cancellation

25% Refund for 6 months’ notice of cancellation

No refund if under 6 months from event date.

Initials _____

Other Terms

NON-SMOKING FACILITY: Honey Hill is a non-smoking facility. We request that anyone wishing to smoke please do so in designated areas outdoors.

Children must be supervised. The renter is responsible for the supervision of all children.

No sparklers, bottle rockets, firecrackers or fireworks of any kind are allowed anywhere on the property.

Honey Hill shall not be held liable for any injuries or personal damage/loss to others during the function, included but not limited to: death, personal injury, property damage, or any other incidents that may occur to any person(s) by use of the building and premises during the terms of this agreement.

Initials: _____

Any damage done to or removal of property from Honey Hill will be charged to the renter at the full replacement amount

Initials: _____

HONEY HILL RESERVES THE RIGHT TO CHANGE THE CONDITIONS OF, OR CANCEL, THIS AGREEMENT, WITHIN 60 DAYS PRIOR TO RENTAL. ALL DEPOSITS AND PAYMENTS WILL BE RETURNED IF HONEY HILL CANCELS THE EVENT.

Initials: _____

Contact and Rental Agreement Information:

Date of Event: _____ Day of the Week (or Holiday) : _____

TIME event Begins: _____ Event Ends: _____

Event Title/Type :

Name(s) of responsible party: _____

Telephone: _____ Email:

Postal Address: _____

City, State, & Zip: _____

Projector & Screen \$ _____ Microphones \$ _____ Sonos Sound System \$

Total Fees & Due Dates:

Rental Fees: \$ _____ Corkage Fee if needed \$

Waste Disposal \$ _____ Cleaning Fee
\$ _____

Sub Total \$ _____

Tax (Iowa & local = 7%) \$ _____

Total Amount Due (with tax) \$ _____ Method of Payment: Cash Check Credit
Card

Deposit at time of Booking: \$ _____ Method of Payment: Cash Check
Credit Card

Remaining Balance Due: \$ _____ by(date):

Security Deposit (if required): \$ _____
Credit Card

Method of Payment: Cash Check

I, _____, have read and agree to all terms in this contract.

Renter's signature:

Date:

Authorized by (Honey Hill):

Date:

Beverages at Event:

Water: _____ Glasses (\$5/100)

Soda:

Alcohol Beverages:

Beer Preferences:

Wine Preferences:

Specialty Drink or Cocktail:

Special Requests:

Hosted or Cash Bar or Combination:

Beverage Budget, if applicable:

Outside alcohol is generally not allowed. Express permission from owners of Honey Hill is required prior to bringing in any outside alcohol. If a renter/event is permitted to bring in alcohol, a \$250 corkage fee will be applied and liability (“TULIP”) policy will be required.

Tables & Linens for Event:

Room Configuration:

Table Types & Number of each:

Linens:

Chair Covers: _____ Black _____ White

High Top Cocktail Tables:
