

Mighty Tieton Events, LLC
Harvest Hall Rental Reservation Application/Agreement

Today's Date: _____

Contact Person: _____ Type of Event: _____

Phone: _____ Company/Group: _____

Address: _____

_____ Event Date: _____ Time: _____

E-Mail: _____ Estimated # of Attendees: _____

Harvest Hall Event Policies & Guidelines

- A 25% deposit is due with signed contract to hold the space for your event. If event is cancelled, a \$50 cancellation fee will be retained. If cancellation occurs within 60 days prior to event, deposit will be fully refunded (less \$50), within 30 - 60 days, 50% will be refunded (less \$50) and if cancellation is less than 30 days prior to event, deposit will be non-refundable.
- Balance of fees and \$250 refundable damage deposit are due 14 days prior to event.
- Damage deposit will be refunded within 15 days of event. In the case of damage to the structure or any equipment or fixture, renter agrees to pay all costs in excess of damage deposit.
- Food and Beverages: All food must be prepared off site, delivered to the Hall the day of the event and removed by the agreed ending time. There are two refrigerators and a warming oven available.
- All clean-up and removal of trash, garbage and recycling is the responsibility of renter. If janitorial services are required, the cost will be deducted from damage deposit at the rate of \$25/hour.
- Scheduled times include all set-up and break-down/clean-up. Please plan accordingly.
- At the discretion Mighty Tieton Events, LLC, liability insurance, security staff, additional deposit or other stipulations may be added to contract requirements.
- MightyTieton Events, LLC, offers event coordination services at the rate of \$25 per hour and can also provide audio-visual and other equipment. Please ask for specific fees.
- A Banquet Permit must be obtained by renter from the WSLCB (available at any Liquor store) if alcohol will be served and all laws regarding liquor consumption must be adhered to.
- Smoking is not allowed anywhere within the building or on the deck.
- No open flames allowed (i.e. taper candles). Candles in glass holders are permitted.
- All events must end by 9:00 Sunday through Thursday nights (cleared out by 10:00) and by 10:00 Friday and Saturday nights (cleared out by 11:00).
- Harvest Hall is located in a residential area and renters must agree that their guests at the event will be considerate of neighbors in regards to parking, noise level (i.e. music) and general behavior.

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As sponsor or a representative thereof, I _____ am authorized to reserve space for the event described on previous page. I have read and acknowledge the rules and conditions attached hereto and agree to abide by all conditions. I agree to pay \$_____ plus a refundable security deposit of \$_____ for the date of: _____.
I understand that Mighty Tieton Events, LLC reserves the right to refuse service or terminate this event at any time. I understand that Mighty Tieton Events, LLC is not responsible for any loss, damage or bodily harm that may occur as a result of this event.

In addition, the undersigned agrees to forever defend, indemnify and hold harmless Mighty Tieton Events, LLC and its agents and staff from any and all losses, costs, claims, demands, penalties, damages, expenses or liabilities of any kind resulting from or in any way related to the event.

I agree to fully reimburse MightyTieton Events, LLC for all loss and/or damage caused by the sponsor, its agent, and invitees.

Agreed to: _____
Authorized Sponsor's Signature

Date: _____

Please sign, date and return along with
deposit or full payment to:
Mighty Tieton Events, LLC
PO Box 156
Tieton WA 98947

Contact:
Josey Fast
509-673-2015 – Fax 509-673-2017
events@mightytieton.com

Confirmed by: _____ Date: _____
For Mighty Tieton Events, LLC

Full Fee for Event: \$ _____ Deposit Rec'd: _____ \$ _____
Damage Deposit Rec'd: _____ \$ _____
Balance Rec'd: _____ \$ _____

Notes: _____

