

RENTAL AGREEMENT

AXIOM GALLERY

This rental agreement dated _____ is between

_____ (renter), and **AXIOM GALLERY** (owner), for the space

located at: **268 W New England Avenue, Winter Park, FL 32789.**

Under this rental agreement, the RENTER agrees to lease the above-mentioned location for one-time use with a rental amount of **\$1,500.00**. This amount will be due and payable one week prior to rental date needed for event. Checks should be made out to AXIOM Gallery.

POLICY

CLEANUP: One member of the AXIOM Gallery staff is required to stay on the premises for the event. Event host(s) and planners must clean/clear all tables, food and any other materials that was brought by the event staff.

If you are unable to take care of cleaning up after the event, you can take advantage of our cleaning services for a small fee, which can be provided separately.

HOURS OF OPERATION: The RENTER should know that even though regular gallery closing time is 6pm, events are allowed to go on until 10:00pm, that is when all cleanup must be complete and all persons must be out of the building. In the event the RENTER should need or want to extend these hours, please advise.

DIRECTIONS & PARKING: W New England Ave is accessible and fully available as street parking for any event. Additionally, the lot located directly behind the building is available for use as it belongs to the AXIOM Gallery. Please be advised that we share this lot and spaces located past the handicapped signage is not within our contract. Park at will but spaces are subject to being towed by the city.

ALCOHOL CONSUMPTION: Alcoholic beverages may be provided and served at the gallery, only if the event you are hosting is not open to the public.

EVENT PLANNER/CATERER RESPONSIBILITIES:

- On the day(s) AXIOM Gallery is open, event planners/caterers may not begin setting up until 9:00AM. Exceptions will be considered.
- Event planners/caterers are responsible for unloading, setting up, and reloading all their supplies.
- All rented items must leave the gallery the same night(s) as the event to ensure its proper handling and that AXIOM Gallery is not liable for any damages to any equipment not owned by AXIOM Gallery.
- All rented items or delivered goods (flowers, video equipment, etc.) must be signed by the RENTER or event planner/caterer.
- Event host(s) and planners must clean up all tables, food, trash and any other material that was brought by host(s) or event staff.

HOUSE RULES:

- With no exception, there can be absolutely nothing hung, nailed, or taped to the walls at AXIOM Gallery without the permission of a gallery representative.
- A gallery representative must approve all publicity concerning AXIOM Gallery brand/logo.
- Smoking is not permitted inside the gallery.
- In the event of any damages occurring to any artwork or to the physical condition of any and all public space within AXIOM Gallery, itself, the RENTER will be held responsible and will be billed accordingly.

The RENTER or the OWNER may terminate this agreement within a 30-day written notice to the other party. The attached rental policy shall be made part of this agreement and shall be binding on all parties.

The RENTER acknowledges reading and understanding this agreement and the rental policy that is part of this agreement. The RENTER'S signature below indicates acceptance of all terms and conditions of this rental agreement and the rental policy.

_____ RENTER _____ DATE

_____ OWNER _____ DATE