



The Social Space Rental Contract

1. Minimum Age

Renters must be at least 21 years of age at the time of reservation. The Social Space reserves the right to verify age.

2. Included Space

The rental fee grants access to the entire facility. No part of the event may take place outside the building—including the front area, parking lot, or rear of the building—without prior written consent.

3. Time Slot

- Renters must arrive and depart promptly according to their reserved times.
- The rental period must include all setup and cleanup time, including time needed by vendors and caterers.
- If the Renter exceeds the booked time, a \$50 base fee plus \$25 for every additional 15 minutes (rounded up) will be charged.

4. Capacity Limit

Maximum occupancy is 48 guests. Exceeding this limit may result in immediate cancellation, loss of all payments, and potential legal liability.

5. Furniture

The rental includes the use of the following furniture and equipment:

- Three (3) rectangular tables
- One (1) 8-ft black folding table
- Six (6) black folding chairs
- Thirty-two (32) dinner table chairs
- Two (2) tall round cocktail tables
- Two (2) love seats
- Two (2) three-person couches
- Three (3) single decorative chairs
- Two (2) bench seats
- Four (4) barstools
- One (1) easel
- One (1) balloon arch
- One (1) whiteboard

Furniture may be rearranged but must be returned to its original location by the end of the rental period.

6. Decorations

Last Revised 02/01/2024

The Social Space reserves the right to modify the terms and conditions of this agreement as needed.



Prohibited items include: silly string, bubbles, confetti, glitter, rice, birdseed, and similar materials—both indoors and outdoors. No adhesives, tacks, nails, staples, or glue may be used on walls, ceilings, or fixtures. Only approved wall-safe adhesives such as **Command strips** may be used. No candles are allowed. Removal or alteration of existing décor requires written permission. Violations may incur a cleaning or damage fee up to \$200 per incident.

7. Kitchenette

The kitchenette is available for use by the Renter or caterer. The Renter must supply their own paper goods and disposables. All food and supplies must be removed before the rental period ends.

8. Food Preparation

Open-flame cooking is prohibited on or around the premises.

9. Audio/Visual Equipment

Two Roku TVs are available with HDMI/USB connections. Two HDMI cords are provided. Lost remote controls will be charged at \$50 each.

10. Vendors

All vendors hired by the Renter, including caterers, are bound by the terms of this agreement. The Renter is responsible for ensuring their compliance.

11. Bands and DJs

Live music and DJs are allowed but must remain within the indoor premises.

12. Deliveries

Deliveries must be coordinated in advance with The Social Space.

13. Parking

Parking is available in front and on the side of the building.

14. Guest Conduct

The Renter is responsible for guest behavior and compliance with venue rules.

Children must be directly supervised. No pets are allowed. The Social Space reserves the right to remove or evict the Renter, guests, or vendors at any time without refund if disruptive or unsafe behavior occurs, including noise complaints.

15. No Smoking

Smoking, including electronic cigarettes, is strictly prohibited inside the facility.

Outdoor smoking is allowed only in designated areas. Cigarettes must be properly extinguished and disposed of.



16. Alcohol

All alcoholic beverages must be purchased from Gibby's Lanes, Restaurant & Bar.

Alcohol may not be taken beyond the sidewalk perimeter. **Failure to comply with alcohol restrictions may result in immediate termination of the event without refund.**

Contact:

Gibby's | (715) 246-2695 | j.gibson4@frontier.com

17. Compliance with Laws

The Renter is responsible for obtaining any necessary permits or licenses.

Alcohol may not be served or consumed by anyone under 21. The Renter agrees to comply with all applicable local, state, and federal laws and regulations and to indemnify The Social Space for any violations.

18. Safety and Security

Video surveillance may be used in all public areas of the facility except bathrooms and dressing areas. Footage is for internal safety and security use only and will not be shared externally.

19. Damage, Loss, and Repairs

The Renter is responsible for any damage to or loss of the facility or its contents beyond normal wear and tear. This includes, but is not limited to, stains (e.g., red wine, gum), damage to flooring, and damage to furniture. The space must be returned in its original condition. Damages will be documented and invoiced, with payment due within 30 days.

20. Clean-Up

The Renter must follow the facility's cleaning checklist, including trash removal.

Failure to leave the space in clean condition will result in a \$100 cleaning fee.

It is recommended that events end at least 30 minutes prior to the end of the rental time to allow for cleanup.

21. Keys

Keys must be returned to the lockbox at the end of the rental period.

A \$100 fee will be charged for lost keys.

22. Lost and Found

The Social Space is not responsible for lost or stolen items.

The Renter is responsible for all belongings left behind by guests.

23. Booking Fees

A 3% online booking fee and a 2.9% credit card processing fee apply to all transactions.

24. Renter Cancellations

Last Revised 02/01/2024

The Social Space reserves the right to modify the terms and conditions of this agreement as needed.



Cancellations within 24 hours of booking will receive a full refund. After 24 hours, refunds are contingent on the space being rebooked for the same date and time. No refunds are provided due to illness or inclement weather; however, one-time rescheduling due to **extreme weather** is allowed within 12 months.

25. Force Majeure (Events Beyond Our Control)

In the event that The Social Space is unable to fulfill its obligations under this agreement due to circumstances beyond its control—including, but not limited to, acts of God, fire, flood, severe weather, power outages, natural disasters, acts of government, pandemic restrictions, or other emergencies—the scheduled event may be canceled without liability. In such cases, The Social Space will refund any fees and deposits paid by the Renter within ten (10) business days of cancellation.

This clause does not apply to cancellations initiated by the Renter due to illness, personal reasons, or inclement (but not extreme) weather. Refunds will not be issued under those circumstances. If extreme weather conditions (such as blizzards or tornados) prevent the event from taking place, The Social Space will allow a one-time rescheduling of the event within twelve (12) months, subject to availability.

26. Liability and Indemnification

The Renter agrees to indemnify and hold harmless The Social Space from any claims, damages, or liabilities arising from the use of the premises, including legal fees. This obligation survives termination of the agreement.

27. Governing Law

This agreement shall be governed by the laws of the State of Wisconsin.

Name: _____

Date: _____

Signature: _____