

VENUE SPACE RENTAL AGREEMENT

VENUE RENTAL POLICIES

Please be advised that all Front Porch affiliated events and activities will take priority over external Space Rentals. Our venue space is perfect for large groups and private events, board retreats, piano recitals, and more! We can seat 100 folks in the space, or 125 standing + lobby.

Venue Rates are as follows. Your rental reservation includes the time it takes to set up and tear down for your event. Please book the appropriate amount of time needed to take care of these things.

\$50 per hour - Monday - Thursday

\$100 per hour - Friday - Sunday

There is a 3.5% processing fee applied to all card transactions. This processing fee can be avoided by paying with check or cash.

Venue rentals need to be booked through our Venue Manager at booking@frontporchville.org, and require a tour before booking. Please email with a description of your event, prospective dates and times, and available times to schedule a tour of the space.

Rental fees are due in full on the day of your booking, to reserve your space.

**please contact our Venue Manager at booking@frontporchville.org to rent our Venue space.*

Renter Expectations

Timely Arrival and Departure: Renters are expected to adhere to their scheduled rental time, and plan accordingly for set up and clean up during the hours of scheduled rental.

Confidentiality of Passcode: The passcode provided for access to the premises must remain confidential and should not be shared with any unauthorized individuals. This passcode is subject to change at our discretion.

“Leave No Trace” Policy: It is expected that the rented space be left in the same clean and organized condition as it was found upon arrival. We request trash be emptied and brought out to curbside on waterstreet when leaving the space. **If the room requires additional cleaning, The Front Porch will charge an additional cleaning fee. Cleaning fee ranges from \$50 - \$100 depending on cleaning needs.**

Restrictions on Smoking, Drinking, and Eating: Smoking and the consumption of alcoholic beverages are strictly prohibited in all rooms. The consumption of food and non-alcoholic beverages requires explicit permission from the Venue Manager.

Community Mindset: Our space is used by all ages and walks of life. Classes, lessons, or concerts may be ongoing at the time of your rental appointment. Please be considerate of your peers and refrain from distracting or loud noises in the shared spaces, obscene imagery or vocabulary, and please be kind to everyone!

Documentation of Lock Up Procedure: A video recording must be taken and emailed to **booking@frontporchville.org** to document the proper lock-up procedure each time the premises are secured, **without exceptions**.

Terms and Conditions:

Non-Compete Agreement**

This Rental Agreement for Front Porch Community Music School includes a non-compete agreement, wherein the Renter agrees not to use our facilities to engage in any business activities that directly or indirectly compete with the services offered by the Front Porch during the term of the rental agreement.

Cancellation Policy

To cancel a rental, renters must email booking@frontporchville.org. Rentals canceled less than 72 hours prior to start of event will forfeit a refund. Credit card fees are non refundable.

Use of Alcohol

The selling of Alcohol is approved only if the third party selling the alcohol has their own ABC license. Use of alcohol can not be sold under The Front Porch's ABC license unless The Front Porch is serving the alcohol. If your event is private (not open to the public) you may bring your own alcohol to give to your guests for free.

Abuse Prevention

Children and youth must be supervised at all times. Unless a child or youth is being supervised by their parent or legal guardian, the supervision must be performed by at least two adults unrelated to each other.

Disclaimers

We reserve the right to refuse service to anyone. Our Terms and Conditions and Space Rental Agreement are subject to change at any time; renters will be notified of any changes via email. The Rental Space will be available to the Renter "as is". Please note that The Front Porch

reserves the right to enter our facilities at any time during the rental period for maintenance, safety, or operational purposes.

Risk of Injury

You assume all risk of injury or harm to yourself, your guests, or any other individuals associated with the rental of our studio spaces at The Front Porch. You agree to release, indemnify, defend, and forever discharge The Front Porch and its officers and staff from all liability, claims, demands, damages, costs, and expenses in the unlikely event of injury sustained by yourself, your guests, or any other individuals during the rental period or as a result of their presence in the rented studio spaces.

Anti-Discrimination Stance

The Front Porch is committed to maintaining a learning environment free from discrimination and harassment. We do not discriminate on the basis of race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or any other protected status. This commitment applies to all aspects of our operations, including hiring, promotion, discipline, and termination of employment or services, as well as access to and participation in our programs, services, and activities.

The Front Porch will not tolerate any form of discrimination or harassment and will take appropriate action against any individual found to be engaging in such behavior, including verbal, physical, or visual forms of harassment or discrimination. If you believe you have experienced discrimination or harassment, please report the incident promptly to our Music School Director (info@frontporchville.org) for a thorough and impartial investigation. We actively encourage reporting and are dedicated to fostering a diverse and inclusive environment for all individuals. By engaging with The Front Porch, you acknowledge and agree to abide by this anti-discrimination commitment, and violation may result in disciplinary action, up to and including termination of services or legal action.

Indemnification

Renter hereby indemnifies and holds harmless TFP from any damages, actions, suits, claims, or other costs (including reasonable attorneys' fees) arising out of or in connection with any damage to any property or any injury caused to any person (including death) caused by Renter's use of the Space, including any acts or omissions on the part of Renter, its employees, officers, directors, independent contractors, or other agents. Renter shall notify TFP of any damage or injury of which it has knowledge in, to, or near the Space, regardless of the cause of such damage or injury.

Revocation

TFP shall have the right to revoke the rental at any time prior to the Event Date, provided it gives Renter prior written notice of revocation. In the event that TFP revokes the rental prior to the Event for reasons other than nonpayment of fees or breach of this Agreement by Renter, TFP

shall refund to Renter the full amount paid by Renter in connection with this Agreement, including the entire Deposit.

Assignment

Neither Party may assign or transfer their respective rights or obligations under this Agreement without prior written consent from the other Party.

Governing Law

This Agreement shall be construed in accordance with, and governed in all respects by, the laws of the State of Virginia without regard to conflicts of law principles.

Entire Agreement

This Agreement constitutes the entire agreement between Renter and TFP, and supersedes any prior understanding or representation of any kind preceding the date of this Agreement. There are no other promises, conditions, understandings or other agreements, whether oral or written, relating to the subject matter of this Agreement.