

Venue Rental Agreement

Date: _____

Venue Name: _____

Address: _____

Parties Involved:

This agreement is made between:

1. **Venue Owner:** _____, Contact: _____

2. **Tenant (Client):** _____, Contact: _____

Event Details:

Event Type: _____

Date of Event: _____

Time of Event: _____

Expected Attendance: _____

Rental Fees:

Total Rental Fee: \$_____

Deposit Required: \$_____

Balance Due: \$_____

Terms and Conditions:

- The venue must be returned in its original condition.
- The client is responsible for any damages incurred during the event.
- Cancellation policy: _____

Signatures:

_____ (Venue Owner)

_____ (Tenant)

Date: _____