

Shared Space Usage Agreement

Date: [Insert Date]

Event Venue: [Insert Venue Name]

Parties Involved:

- [Organizer Name], hereinafter referred to as "Organizer"
- [Venue Owner/Manager Name], hereinafter referred to as "Venue Manager"

Agreement Terms

The Organizer and Venue Manager agree to the following terms regarding the shared usage of the event space:

1. Event Details:

Type of event: [Insert Event Type]

Date and time: [Insert Event Date and Time]

Expected attendance: [Insert Estimated Attendance]

2. Usage Fees: [Insert Fee Structure]

3. Responsibilities of the Organizer:

- Maintain cleanliness of the venue during and after the event.
- Ensure all attendees adhere to venue rules and regulations.

4. Responsibilities of the Venue Manager:

- Provide access to necessary facilities.
- Ensure the venue is in good condition prior to the event.

5. Cancellation Policy:

[Insert Cancellation Policy]

6. Liability:

[Insert Liability Terms]

Signatures

By signing below, both parties agree to the terms of this Shared Space Usage Agreement:

Organizer Signature: _____ **Date:** _____

Venue Manager Signature: _____ **Date:** _____