



Bomes Theatre Event Contract

1. Payment schedule

A deposit is required to guarantee the date and time for all clients utilizing the Bomes Theatre Banquet facility. There will be a 30% Nonrefundable Deposit fee due upon signing contract. The deposit will go towards the payment of your final event bill unless otherwise discussed with a Banquet Manager. Bomes theatre LLC reserves the right to withhold all or part of the initial deposit if any substantial damages are made to the facility or outside property. The remaining balance of payment is due 14 days prior to event.

2. Terms for cancellation

If your scheduled event is cancelled and is not within 30 days the result will be forfeit of 50% balance of payment made covering your food, beverage, and room fee for your event. If scheduled event is cancelled with 30 days or more in anticipation we will refund you monies paid less 30% nonrefundable deposit listed in item 1.

3. Cancellation-by-Bomes Theatre clause

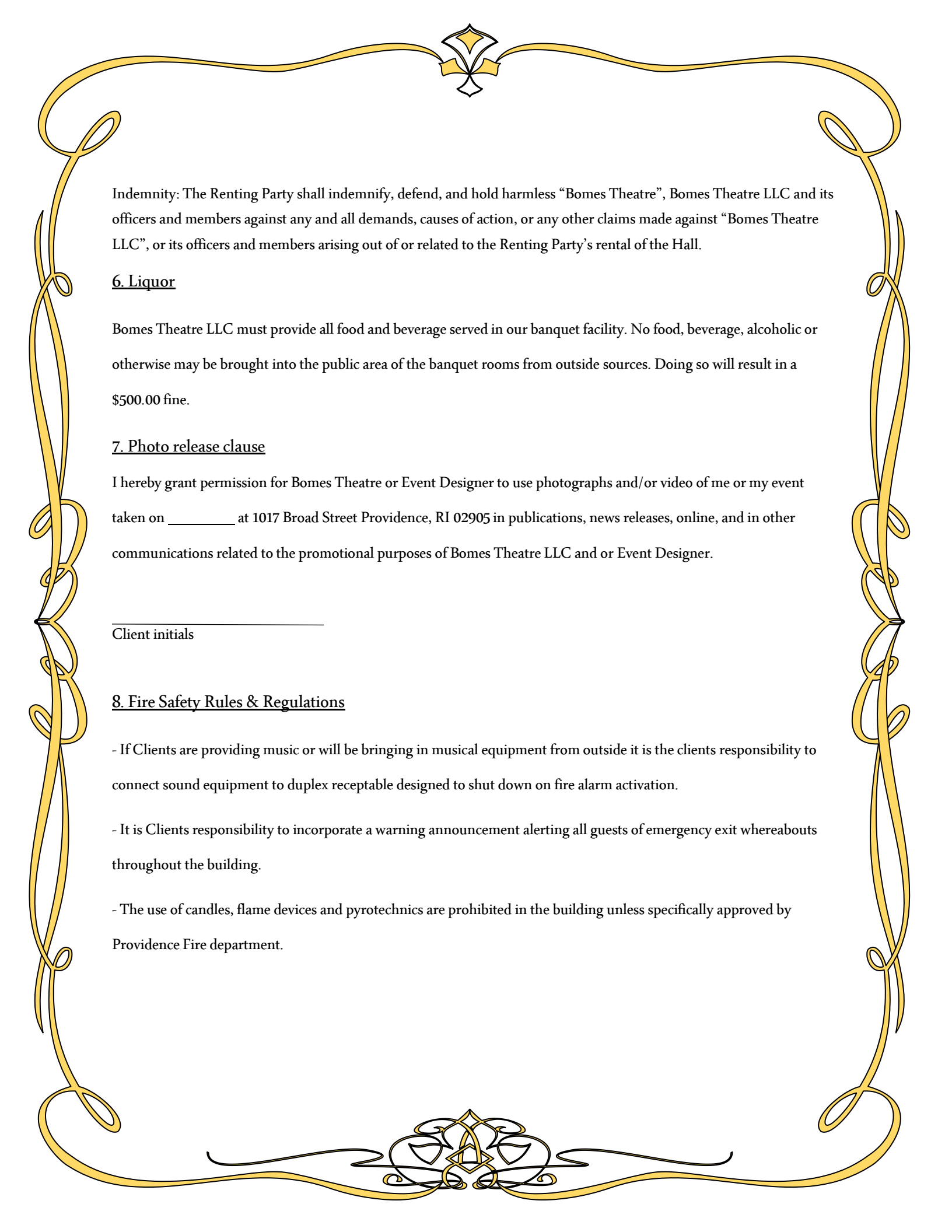
If Bomes Theatre LLC has to cancel for any unforeseeable event the client will be reimbursed for full deposit or if the client chooses to reschedule, they will be refunded for initial deposit.

4. Termination clause

If Event/special occasion cannot occur due to inclement weather client will be able to reschedule for closest open date or Bomes Theatre will reimburse the client for the initial deposit.

5. Indemnification clause

Damage: The Renting Party is responsible, and upon demand shall pay Bomes Theatre LLC for any and all damage to the Hall that arises from or is related to the Renting Party's rental of the Hall. This includes, but is not limited to, damage to the restrooms, tables, chairs, lights, or any other property or asset owned by Bomes Theatre LLC



Indemnity: The Renting Party shall indemnify, defend, and hold harmless “Bomes Theatre”, Bomes Theatre LLC and its officers and members against any and all demands, causes of action, or any other claims made against “Bomes Theatre LLC”, or its officers and members arising out of or related to the Renting Party’s rental of the Hall.

6. Liquor

Bomes Theatre LLC must provide all food and beverage served in our banquet facility. No food, beverage, alcoholic or otherwise may be brought into the public area of the banquet rooms from outside sources. Doing so will result in a \$500.00 fine.

7. Photo release clause

I hereby grant permission for Bomes Theatre or Event Designer to use photographs and/or video of me or my event taken on _____ at 1017 Broad Street Providence, RI 02905 in publications, news releases, online, and in other communications related to the promotional purposes of Bomes Theatre LLC and or Event Designer.

Client initials

8. Fire Safety Rules & Regulations

- If Clients are providing music or will be bringing in musical equipment from outside it is the clients responsibility to connect sound equipment to duplex receptable designed to shut down on fire alarm activation.
- It is Clients responsibility to incorporate a warning announcement alerting all guests of emergency exit whereabouts throughout the building.
- The use of candles, flame devices and pyrotechnics are prohibited in the building unless specifically approved by Providence Fire department.



- Smoking of any kind including but not limited to cigarettes, hookah, electronic smoking devices and cigars is prohibited for use within the building.

- If client is choosing outside décor the decoration must be non-combustible and is subject to approval from the facility based on Providence Fire Dept. fire safety rules.

9. Attendance, Date & Time of Event

At initial time of booking an event, an estimated number of attendees for the event are required along with the event date and the times for which the event will take place. All events with food and beverage require a final guaranteed attendee count no less than three business days prior to the event. This guarantee will be the minimum number for which fees and catering services will be charged. Without this guarantee, fees will be based on the original estimated attendance as the minimum. Attendance is not to exceed 250 guests unless approved otherwise by Bomes Theatre.

Date of Event

Number of Attendees

Time of event from & To

Client Initials

10. Property Damage Deposit Fee

Bomes Theatre LLC will reserve a \$400.00 deposit fee in case of any damages made to the property or furniture. The deposit will be refunded upon inspection of property and are insured that no property or furniture were damaged during the event(s). If damages occurred and were greater than the deposit amount of \$400.00 the client will be responsible to pay for the remainder amount to replace/repair the furniture or property and pay for the man hours involved in repairs.

Client Initials





11. Extra's Clause

- a.) Sound System \$300.00
- b.) Special Fixed Lighting \$300.00
- c.) LED TV/Video Systems \$150.00

Total Due \$ _____

Amount of Initial Deposit \$ _____

Remaining Balance Due \$ _____

Client Name (printed)

Client Signature

Date

Bomes Theatre Manager Signature

Date

