

POTRERO HILL NEIGHBOOD HOUSE EVENT AGREEMENT

This Event Agreement (the "Agreement"), effective as of the date it is last signed by both parties ("Effective Date"), is made by and between the Potrero Hill Neighborhood House, Inc. (the "Nabe"), and the client indicated in Exhibit A (the "Client"). The Nabe and Client agree as follows:

0. **PERIOD OF OFFER AND ACCEPTANCE.** The offer in this Agreement will be valid for a period of ten (10) business days from the date it is sent to Client and will be deemed revoked if the Nabe does not receive, within that period, an executed Agreement from Client, which will constitute the acceptance of the offer in this Agreement.
1. **EVENT LOCATION.** The Nabe confers to Client a temporary, revocable, personal, unassignable, non-exclusive privilege to enter upon and use the property located at 953 De Haro Street, San Francisco, CA 94107 (the "Site"), for the limited purpose of hosting and during the time period for the event(s) as described in Exhibit A (the "Event") and subject to the terms of this Agreement.
2. **PREMISES USE.** Client represents, warrants and covenants to the Nabe that the Site will be used solely for the following purpose: lawful activities relating to the set-up, performance, and breakdown of the Event, not to exceed the Site capacity set forth in Exhibit A. Client agrees that this will be the sole permitted use of the Site and Client will not use the Site for any other purpose.
3. **TERM.** Unless earlier terminated in accordance with this Agreement, the term of this Agreement will begin on the Effective Date and end when load-out is complete ("Term"), which encompasses the total amount of hours described in Exhibit A and includes the time for all deliveries, vendor load-in, rental delivery, breakdown, removal and load out, except that for recurring Events, the Term will end at termination of this Agreement.
4. **EVENT FEE AND REFUNDS.** Client will bear all costs and expenses of any kind or nature in connection with its use of the Site.
 - 4.1 The base venue fee for the license of the Site during the Term is set forth on Exhibit A, which includes the use of the space(s) when and as described in Exhibit A ("Event Fee"). The Event Fee will be made payable as follows: by electronic means as provided by the Nabe or by check, as described in Exhibit A.
 - 4.2 In order to compensate the Nabe for its liquidated damages, opportunity costs, and out-of-pocket expenses because the Nabe could not license the Site to another client, Client acknowledges and agrees that if it terminates this Agreement (a) less than 30 days prior to the Event (or the next occurrence of the Event, in the case of recurring Events), the Event Fee will continue to be due and payable in full or, if already paid, will be non-refundable, unless the Nabe is able to book a replacement event with the same or greater event fee on that date and during that time, (b) less than 60 days prior to the Event (or the next occurrence of the Event, in the case of recurring Events), the deposit in Exhibit A will continue to be due and payable in full or, if already paid, will be non-refundable, unless the Nabe is able to book a replacement event with the same or greater event fee on that date and during that time, or (c) more than 60 days prior to the Event (or the next occurrence of the Event, in the case of recurring Events), the Event Fee will not be due and if the Event Fee or deposit on Exhibit A was paid, the Nabe will refund it within 45 days. If the Nabe terminates this Agreement for convenience, the Event Fee will not be due and if the Event Fee or deposit on Exhibit A was paid, the Nabe will refund it within 45 days.
 - 4.3 **LATE FEES AND OTHER PAYMENT CONDITIONS**
 - 4.3.1 Any payment not received by the Nabe by the due date may incur a late fee of 5% of the amount of the overdue payment and thereafter will incur interest at an annual interest rate of 16% (per diem of .000438356) of the amount of the overdue payment from its due date to the date payment is received by the Nabe.
 - 4.3.2 If any payment is not made within ten (10) days of its due date, the Nabe may elect to terminate this Agreement by written notice, email sufficient.
 - 4.3.3 In the event Client fails to make any payment under this Agreement, the Nabe will have all of the rights and remedies provided for in this Agreement, at law, in equity or otherwise.
5. **LIMITATIONS ON USE.** Neither, Client, nor its Agents, Vendors (as defined below), or guests, will use, occupy or permit the use or occupancy of any of the Site in any unlawful manner or for any illegal purpose, or permit any refuse on or about the Site. Client's use and operations on the Site will be conducted in a professional manner and comply with all zoning and other area specific restrictions, if any. Client will not conduct any business, place any sales display, or advertise in any manner in areas outside the Site, except as approved by the Nabe in

accordance with San Francisco's standard process for the use of streets and sidewalks. Without limiting the foregoing, Client will not conduct or permit, on or about the Site, any of the following activities ("Prohibited Activities"): (i) any activity that is not listed within the Agreement permitted Uses or otherwise approved by the Nabe in writing; (ii) any activity or object that will overload or cause damage to the Site or include more persons than is legalized by the City's Fire Marshall; (iii) any use by a group or organization that violates nondiscrimination provisions or other provisions set forth in this Agreement, including without limitation the House Rules on Exhibit B.

5.1 VENDORS. The Nabe acknowledges that Client may need to contract with third-party vendors ("Vendors") to operate at the Site under the terms and conditions of this Agreement. Client will have the right to allow such Vendors to operate at the Site for the Event during specified Event hours, provided, however, (i) the proposed use of the Site will be consistent with the provisions of this Agreement, (ii) Client will be responsible for the conduct and operations of its Vendors, guests, and their respective Agents (as defined below) at the Site, and (iii) Client will cause each Vendor and their respective Agents to comply with the applicable terms and conditions of this Agreement.

5.2 BAR, BEVERAGE, AND CATERING SERVICE

- 5.2.1 All food, beverage services and bar staff must be acquired at Host expense.
- 5.2.2 If Client wishes to sell alcohol at the Event, (1) Client must obtain the Nabe's prior written approval (email sufficient), which approval may be withheld for any reason, and (2) Client must obtain the applicable alcohol day permit(s) and provide a copy of such permit to the Nabe prior to the Event as described in Section 5.3 below.
- 5.2.3 Client will provide the Nabe with a final guest count prior to the Event.

5.3 APPROVALS AND IDENTIFICATION OF AGENTS AND VENDORS

- 5.3.1 Client, at its expense, will observe and comply with all laws, rules, or requirements, present or future, of all federal, state, or local governmental units or agencies having jurisdiction over the Site and pay any fines, penalties, damages or costs arising directly or indirectly from Client's failure to observe or comply with such laws, rules, or regulations.
- 5.3.2 Client will maintain in effect during the Term and until it vacates and surrenders possession of the Site, all professional licenses and permits required by reason of Client's business, use of, or manner of use of the Site.
- 5.3.3 Fourteen (14) days before beginning any of the activities at the Site permitted under this Agreement, Client will submit to the Nabe all information required for all permits, licenses and approvals (collectively, "Approvals") of any and all regulatory agencies required to commence such activities. Client will also deliver copies of Vendor agreements upon request, together with all information regarding the identity of Vendors and their respective Agents. Client recognizes and agrees that no approval by the Nabe for purposes of Client's activities hereunder will be deemed to constitute the Approval of any federal, state or local regulatory authority with jurisdiction, and nothing herein will limit Client's obligation to obtain all such Approvals required for the events or any activities conducted at an event by Client, its Agents, or its Vendors.

5.4 Client agrees to comply, and to cause its guests, Vendors and Agents to comply with the House Rules at Exhibit B, which are incorporated by reference into this Agreement. Client further agrees to post and distribute House Rules or take whatever additional means necessary to ensure cooperation and compliance with the House Rules among all parties during the Term.

6. NUISANCES; MAINTENANCE AND REPAIRS; CLEANING AND DAMAGES

- 6.1 Client will not conduct any activities on or about the Site that constitute waste, nuisance or unreasonable annoyance (including, without limitation, emission of objectionable odors, noises or lights) to the Site, the owners or occupants of neighboring property or to the public.
- 6.2 Client will use, and will cause its officers, directors, employees, agents, affiliates, subsidiaries, clients, contractors, guests and Vendors, and their respective heirs, legal representatives, successors and assigns, and each of them ("Agents") to use due care at all times to avoid any damage or harm to the Site.

- 6.3 During the Event, Client will maintain the Site and all improvements and facilities placed in or on the Site, at its own expense, and at no cost to the Nabe, in a clean, secure, safe and good condition.
- 6.4 Client will, during the Term, take good care of the Site, and the fixtures and appurtenances therein, and will be responsible for the cost and expense for all repairs, whether structural or non-structural, ordinary or extraordinary, and of any other nature or kind whatsoever if, during the Event, Client or any of its Agents, employees, Vendors or other persons on the Site cause any damage to the Site, normal wear and tear excepted.
- 6.5 If the Site is not returned to its original state, Client agrees that the Nabe may repair and return the Site to original state, normal wear and tear excepted. The fees for such staff, contractors, overage fees and out-of-pocket costs to perform and oversee such alterations are the sole responsibility of Client and may be deducted from the deposit and/or charged to any payment information received from Client.
- 7 RESTRICTIONS ON USE. Client agrees that, by way of example only and without limitation, the following uses of the Site by Client or any other person claiming by or through Client are inconsistent with the limited purpose of this Agreement and are strictly prohibited:
- 7.1 HAZARDOUS MATERIAL. Client will not cause, nor will Client allow any of its Agents to cause, any Hazardous Material (as defined below) to be brought upon, kept, used, stored, generated or disposed of in, on or about the Site, or transported to or from the Site. For purposes hereof, "Hazardous Material" means material that, because of its quantity, concentration or physical or chemical characteristics, is at any time now or hereafter deemed by any federal, state or local governmental authority to pose a present or potential hazard to public health, welfare or the environment. Hazardous Material includes, without limitation, any material or substance defined as a "hazardous substance, pollutant or contaminant" pursuant to the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended, 42 U.S.C. Sections 9601 et seq., or pursuant to Section 25316 of the California Health & Safety Code; a "hazardous waste" listed pursuant to Section 25140 of the California Health & Safety Code.
- 7.2 NO SMOKING. Smoking is prohibited in or on the Site. Client will not knowingly or intentionally permit, or allow its Vendors or Agents to permit smoking in or on the Site.
- 7.3 FIRE SUPPRESSION. Client will do everything reasonably within its power, both independently and upon request by the Nabe, to prevent and suppress fires on and adjacent to the Site attributable to Client's use hereunder. Client agrees that there will be no fire, fireworks or other pyrotechnics used in the Event.
- 7.4 COOPERATION WITH PERSONNEL. Client and its Agents will work closely with the Nabe personnel, and its designated consultants, to minimize any potential disturbance (even if temporary) of the natural features of the Site and to avoid disruption (even if temporary) of persons or property in or about the Site.
- 7.5 SECURITY AND FIRE WATCH. Client is responsible for contracting with the Nabe's preferred security vendor and will contract with that vendor directly. The Nabe will work with the Client to determine the quantity of appropriate security staff for the Event. In the event that additional police or other security services are required, Client agrees to hire additional security staff and/or enter into an agreement with City's Police Department, and to pay for such additional services, in accordance with the provisions of San Francisco Administrative Code Chapter 10B.
- 8 HOUSE SECURITY
- 8.1 If Client decides to supplement the Nabe security with its own outside security, Client will, at least five (5) business days prior to the Event, provide the Nabe with such outside security company's California State "Watch Guard Patrol License" and insurance policies that comply with the insurance requirements set forth in this Agreement. Each outside security guard present on the Site will have an individual security guard license issued by the State of California. At least forty-

eight (48) hours prior to the Event, Client will provide the Nabe with the names of the outside security guards and copies of their licenses.

8.2 No outside security guards will bring any firearm on the Site or be armed without the express prior written consent of the Nabe.

8.3 Client agrees that the Nabe will not be responsible for any loss, theft or damage to Client's personal property and rentals, including but not limited to merchandise, gift bags, décor, computers, products and equipment. Client will be responsible for its property and rentals and/or arrange for security to guard and protect its personal property at all times, including during load-in, load-out, overnight and during the Event.

9 PUBLIC RELATIONS, SOCIAL MEDIA, PHOTOGRAPHY

9.1 All invitations, press releases and media collateral must be submitted to the Nabe for correctness and subsequent approval by the Nabe, which approval will not be unreasonably withheld.

9.2 Client will ensure the inclusion of relevant venue handles, hashtags and geotags in any of its direct social media efforts or in any social media instructions provided to third parties.

9.3 The Nabe's photographer may be present during the Event to take venue photos (which Client agrees may be used for promotional purposes, such as on the Nabe website or brochures), unless Client opts out by written notice (email sufficient). The Nabe agrees to coordinate scheduling of this around Client's production and branding needs.

10 INSURANCE

10.1 Client, at its own cost and expense, will obtain and maintain, and will require its Vendors to obtain and maintain, the following policies in accordance with this Agreement. At least seven (7) business days before the Event, Client will deliver to the Nabe certificates of insurance and additional insured policy endorsements from insurers in a form that satisfies Venue standards, evidencing the coverages required hereunder, together with complete copies of the policies upon request. Failure to maintain insurance will constitute a material breach of this Agreement.

10.2 The insurance policy or policies submitted by Client must (i) clearly state that Client's policy will be primary to any other insurance available to the additional insureds with respect to any claims arising out of this Agreement; (ii) specify that insurance applies separately to each insured against whom any claim is made or suit is brought; (iii) will provide for the severability of interests and that an act or omission of one of the named insureds that would void or otherwise reduce coverage will not reduce or void coverage as to any insured; (iv) and will afford coverage for all claims based on acts, omissions, injury or damage that occurred or arose (or the onset of which occurred or arose) in whole or in part during the policy period.

10.3 **ADDITIONAL INSURED**S. Client's and its Vendors' insurance policies will list the Potrero Hill Neighborhood House as well as its respective officers, agents, and employees as additional insureds. The Nabe reserves the right to require higher liability limits than those shown below. When establishing the monetary amount of required insurance, the Nabe may consider the risk to assets, the complexity of the proposed activities, the number of people involved, the equipment and vehicles involved, the magnitude of support services, the number of days for the activity along with preparation and cleanup and any other relevant circumstances. Subject to written approval, the Nabe may allow the combination of primary liability and an Umbrella Liability policy to satisfy the required limits. Client will procure a subrogation waiver for the benefit of the Nabe and the Nabe's parties. Such insurance will in no way limit or otherwise alter Client's indemnity and other obligations under this Agreement.

- 10.4 Client will procure and keep in effect at all times during the Term of this Agreement, at Client's expense, insurance as follows:
- 10.4.1 General Liability Insurance with limits not less than One Million Dollars (\$1,000,000) each occurrence Combined Single Limit for Bodily Injury and Property Damage, including coverages for Contractual Liability, Personal Injury, Independent Clients, Property Damage, Products Liability and Completed Operations;
 - 10.4.2 Automobile Liability Insurance with limits not less than One Million Dollars (\$1,000,000) each occurrence Combined Single Limit for Bodily Injury and Property Damage, including coverages for owned, non-owned and hired automobiles, as applicable; and
 - 10.4.3 Workers' Compensation Insurance with Employer's Liability Coverage with limits of not less than One Million Dollars (\$1,000,000) each accident.
 - 10.4.4 Client will provide thirty (30) days' prior written notice to the Nabe of cancellation for any reason, non-renewal or reduction in coverage.
- 10.5 Should any of the required insurance be provided under a form of coverage that includes a general annual aggregate limit or provides that claims investigation or legal defense costs be included in such general annual aggregate limit, such general aggregate limit will double the occurrence or claims limits specified above. Should any of the required insurance be provided under a claims made form, Client will maintain such coverage continuously throughout the term of this Agreement and, without lapse, for a period of three (3) years beyond the Agreement expiration, to the effect that, should any occurrences during the Agreement term give rise to claims made after expiration of the Agreement, such claims will be covered by such claims-made policies. If the general commercial practice in the City and County of San Francisco is to carry liability insurance in an amount or coverage materially greater than the amount or coverage then being carried by Client for risks comparable to those associated with the Site, then the Nabe in its sole discretion may require Client to increase the amounts or coverage carried by Client hereunder to conform to such general commercial practice.
- 10.6 Client's compliance with the provisions of this Section will in no way relieve or decrease Client's indemnification obligations under this Agreement or any of Client's other obligations hereunder. Notwithstanding anything to the contrary in this Agreement, this Agreement will terminate immediately, without notice to Client, upon the lapse of any required insurance coverage. Client will be responsible, at its expense, for separately insuring Client's personal property.
- 11 **COMPLIANCE WITH LAWS.** Client will, at its expense, conduct and cause to be conducted all activities on the Site allowed hereunder in a safe and prudent manner and in compliance with all laws, regulations, codes, ordinances and orders of any governmental or other regulatory entity (including, without limitation, the Americans with Disabilities Act and any other disability access laws), whether presently in effect or subsequently adopted and whether or not in the contemplation of the parties. Client will, at its sole expense, procure and maintain in force at all times during its use of the Site any and all business and other licenses or approvals necessary to conduct the activities allowed hereunder.
- 12 **NABE INDEMNIFICATION.** Client will defend (with counsel acceptable to the Nabe), indemnify, save and hold harmless the Nabe, its affiliates, officers, directors, agents, and employees from any and all claims, suits, demands, actions, proceedings, obligations, damages, losses, penalties, liabilities, fees, costs or expenses, including but not limited to reasonable legal fees and out-of-pocket expenses ("Liabilities") arising out of or related to any of the following:
- 12.1 Any work or thing done by Client or any of its Agents, Vendors, contractors, employees, guest or invitees in, on or about the Site or any part thereof;
 - 12.2 Client's breach of any material duty, representation, or warranty contained in this Agreement;
 - 12.3 Any use, possession, occupation, operation, maintenance or management by Client of the Site, steps, plantings, plazas, yards, streets or passageways to and from the existing Site;
 - 12.4 All fines, suits, proceedings, claims, demands and actions of any kind or nature whatsoever brought by anyone whomsoever arising or growing out of or in any other connection with the Client's use,

- operation and maintenance of the Site;
- 12.5 Any accident, injury, or damage to any person or property occurring in the Site or any part thereof during the Event;
- 12.6 Any breach, default or failure on the part of Client to perform or comply with any of the terms and conditions contained in this Agreement;
- 12.7 Any act by Client in connection with the Event that infringes upon or misappropriates a patent, trademark, service mark, copyright, trade secret or other proprietary right of another party, including but not limited to unlicensed or unauthorized use of music or trademarks; and
- 12.8 Any negligent or intentional acts or omissions of Client or its agents, contractors, employees or invitees.
- 13 NO ASSIGNMENT. This Agreement is personal to Client and will not be assigned, conveyed or otherwise transferred by Client under any circumstances without the Nabe's written consent. Any attempt to assign, convey or otherwise transfer this Agreement without the Nabe's written consent will be null and void and cause the immediate termination and revocation of this Agreement.
- 14 NOTICES. Except as otherwise expressly provided herein, any notices given under this Agreement will be effective and deemed received only if in writing and given by delivering the notice in person, or by sending it first class mail or certified mail, or overnight courier, with postage prepaid, addressed to Client as indicated in Exhibit A and to the Nabe at: Potrero Hill Neighborhood House, Attn: Edward Hatter, 953 De Haro Street, San Francisco, CA 94107, with a copy by email to edwardhatter1@gmail.com. Notices will be deemed given upon delivery if personally delivered, or two (2) days after the date when it is mailed in accordance with the above, or when sent if sent by email to the addresses set forth in this Agreement.
- 15 MISCELLANEOUS
- 15.1 TERMINATION. Either party may terminate this Agreement (a) for convenience by providing at least 60 days' written notice (subject to the refund policies in Section 4), or (b) by providing written notice of any breach of this Agreement, unless such breach is cured within thirty (30) days after receipt of written notice. The Nabe reserves the right to terminate this Agreement immediately if Client endangers or harms any person or property or if Client's use of the Site is illegal or unlawful, in which case Client and all its Agents must immediately leave the Site. Sections 4-5, 10-15 will survive termination of this Agreement.
- 15.2 TIME IS OF THE ESSENCE. Time is of the essence with regard to all dates and time periods set forth or referred to in this Agreement.
- 15.3 LIMITATION OF LIABILITY. THE NABE'S LIABILITY TO CLIENT, IF ANY, SHALL BE LIMITED TO THE FEE ACTUALLY PAID TO THE NABE FOR THE EVENT FROM WHICH THE CLAIM ARISES. UNDER NO CIRCUMSTANCES SHALL THE NABE BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL, PUNITIVE OR CONSEQUENTIAL DAMAGES OF CLIENT, WHETHER ARISING UNDER WARRANTY, CONTRACT, NEGLIGENCE, TORT OR OTHERWISE.
- 15.4 THIRD PARTY BENEFICIARY. Client agrees that all of its representations, warranties, covenants, agreements and indemnities in this Agreement will be for the benefit of and enforceable by the Nabe.
- 15.5 CONFIDENTIALITY. Without first obtaining the Nabe's prior written consent, Client will not disclose the terms of this Agreement to any third party except to Client's affiliates, professional consultants such as legal counsel and accountants, or as otherwise required by law. Each party acknowledges that it may have access to information that is confidential to the other as a result of this Agreement ("Confidential Information"). The parties agree to hold each other's Confidential Information in confidence. The parties agree not to make each other's Confidential Information available in any form to any third party except as required by law or to use each other's Confidential Information for any purpose other than in the performance

of this Agreement. Each party agrees to take all reasonable steps to ensure that Confidential Information is not disclosed or distributed by its employees or agents in violation of this Agreement.

15.6 **FORCE MAJEURE.** Client agrees that any delay or failure of the Nabe to deliver the Site will not constitute a default or breach nor give rise to any claim for damage against the Nabe if such delay or failure is caused by an occurrence beyond the Nabe's reasonable control, including but not limited to, pandemic closures or restrictions, strikes, lockouts and other labor disputes, wars, termination by San Francisco for any reason, acts of terrorism, public disorder, civil strife, revolution, rebellion, insurrection, riots, other extraordinary civil disturbances, accidents, fires, floods, storms, hurricanes, tornados, earthquakes, and other acts of God, sabotage, government closure or confiscation of the Site, government regulation, embargoes or blockages, compliance with any order or request of any governmental authority and transportation delays.

15.7 **GENERAL.** This Agreement will be binding upon and inure to the benefit of the parties hereto and their respective successors and permitted assigns. This Agreement constitutes the entire agreement between the parties concerning the subject matter hereof and supersedes all prior understandings, agreements, statements or representations by or among the parties, written or oral, to the extent they relate in any way to the subject matter hereof. Client agrees that it is not relying on any representations or agreements other than those expressly contained in this Agreement. No amendment or modification of any provision of this Agreement will be effective unless in writing and signed by the parties, other than as expressly provided in this Agreement. Any failure by a party to comply with any of the obligations, agreements or conditions set forth in this Agreement may be waived by the party who benefits from such obligation, agreement or condition, provided, however, that any such waiver will not be deemed a waiver of any other obligation, agreement or condition contained herein. Except for matters subject to arbitration, the parties agree that any other disputes and matters arising from this Agreement, including the rights and obligations of the parties, and injunctive and equitable relief, will be interpreted, construed and enforced in accordance with the laws of the State of California, and the parties irrevocably consent to the jurisdiction and proper venue in San Francisco. All Exhibits attached to and made part of this Agreement as if they were set forth fully within the body of this Agreement itself. A signature on this Agreement transmitted electronically will constitute an original signature for all purposes.

Each party represents and warrants to the other that it has read and understands the contents of this Agreement and agrees to comply with and be bound by all of its provisions. Acknowledged and agreed:

Client (organization, if applicable): _____

Signature: _____

Print Name: _____

Date: _____

The Nabe:

Signature: _____

Print Name: _____

Date: _____

EXHIBIT A

Client Name (Company or Individual):	
Client Address (for notices):	
Client Email (for notices):	
Event Name:	
Event Description/Purpose:	
Maximum guest capacity:	Theater and Upstairs(135); Frasier Room (20);Gym (100); Game Room (20) Art Room (10) [Capacities have been reduced by 50% due to Covid]
Event room(s) (see list above):	
Will alcohol be sold, yes or no:	
Event Fee (due 30 days prior to the Event, or in the case of recurring Events, for each month on the first of that month; if by check, payable to Potrero Hill Neighborhood House and mailed or delivered attention to Events Manager):	One-time: \$ _____ or Monthly: \$ _____ (for recurring Events)
Deposit (due upon execution of this Agreement to hold the Site and guarantee the Event; will be applied to the Event Fee total):	
If rental is recurring, indicate day of week and frequency:	Weekly on _____ from ____ AM/PM to ____ AM/PM
Load-In Date and Time:	
Event Start Date and Time:	
Event End Date and Time:	
Load-Out Deadline Date and Time:	

EXHIBIT B
HOUSE RULES

We thank you and look forward to working with you at the Nabe. We ask that treat the space as an extension of your home while producing your event.

1. Unless otherwise contracted, the Event Fee encompasses a 12-hour day, which includes all vendors load-in, load-out, rental delivery and removal, and any break time. The use of loading areas must be coordinated in advance so the Nabe can ensure they are appropriately staffed.
2. For the safety of Client and guests, any existing doors or doorways cannot be blocked.
3. Client is responsible for ensuring that all guests depart quietly and do not congregate around the exterior of the Nabe, in the street or the surrounding area, out of respect for the neighbors.
4. Following the Event, a cleaning crew will be on site for cleaning. Each vendor is responsible for the breakdown and removal of their equipment and all items that have been brought on Site within the rental period and prior to the cleaning. Cleaning does NOT include spackling and painting. Any holes and staples in the wall, or paint damage from tape, will result in a repair fee.
5. All garbage must be double-bagged and brought to the designated areas as directed by our on-site facilities team. Any leakages due to improper disposal of liquids will result in additional cleaning charges. Please do not overfill bags, keep them light enough to be carried. Large production refuse must be coordinated and removed from premises by Client. Failure to remove all trash will incur an additional trash removal fee payable by Client.
6. Paper towels cannot be disposed of in toilets. Flushing towels and products (other than standard tissue) will cause flooding, which may incur fees payable by Client.
7. Do not place any solid waste in any sink. Liquids and ice are the only items allowed in the slop sink.
8. No balloons or weapons are permitted on Site.
9. Without written permission of the Nabe, no animals, skateboards, or bicycles will be brought into the Site.
10. Solicitation and peddling at the Site is prohibited.
11. Client will comply with all applicable requirements of the relevant health orders (federal, state and local).