



**EVENT SPACE RENTAL AGREEMENT**

**Monarch Beauty Collective**

**2001 South Hanley Road, suite 300 Brentwood, Missouri**

This Event Space Rental Agreement ("Agreement") is made and entered into as of the date of signing by and between Monarch Beauty Collective ("Owner") and the undersigned Renter ("Renter").

**RENTAL DETAILS**

Date: \_\_\_\_\_  
Start Time: \_\_\_\_\_  
End Time: \_\_\_\_\_  
Expected Attendance: \_\_\_\_\_

**- RENTAL NEEDS**

Tables:	Linens:	MISC:
Round _____	Round _____	Chairs _____
Rectangle _____	Rectangle _____	Ice Box _____
High Top _____	High Top _____	Backdrop _____
	Napkins _____	Other _____
	Other _____	

Notes \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**1. RENTAL RATE:**

\$50 per hour: Monday through Thursday during normal working hours

\$150 per hour: Thursday-Sunday & Evenings

- Included Amenities  
High Top Tables Or Chairs

- Additional Services  
Additional items are priced individually

## 2. PAYMENT TERMS

A non-refundable deposit equal to 50% of the total rental fee is required at the time of booking in order to secure your reservation. The signed contract must be returned within 72 hours of receipt to hold your date. The remaining balance is due no later than 14 days (2 weeks) prior to your event date.

## 3. CANCELLATION POLICY

Cancellations made more than fourteen (14) days before the event will receive a 50% refund of the total rental fee if the entire balance has been paid.

Cancellations made less than fourteen (14) days before the event are not eligible to receive a refund.

Deposits are always non refundable

## 4. USAGE RULES

Renter is responsible for ensuring that the space is returned in the same condition it was received.

Decorations must be pre-approved by the Owner and must not cause any damage to the property.

Noise levels must be kept within reasonable limits to avoid disturbances.

No illegal activities or hazardous materials are allowed on the premises.

## 5. DAMAGE DEPOSIT

To secure the space, we require either a valid credit card number on file or a refundable cash deposit. This information is held strictly as a security measure in the event of damage or excessive cleaning needs.

- If providing a credit card, the number will be securely destroyed and returned to you after your event, provided no additional charges apply.
- If you prefer not to provide a card, a **\$500 cash deposit** may be left on the day of your event. This will be returned in full immediately following your event, provided the space is left in good condition.

6. LIABILITY & INDEMNIFICATION

Renter assumes full responsibility for any damages, injuries, or losses incurred during the rental period.

Renter agrees to indemnify and hold Monarch Beauty Collective harmless from any claims arising from the event.

7. TERMINATION

The Owner reserves the right to terminate this Agreement immediately if the Renter violates any of the terms and conditions outlined herein.

Full Rental Price \_\_\_\_\_  
Deposit collected \_\_\_\_\_  
Remaining balance \_\_\_\_\_

By signing below, both parties acknowledge and agree to the terms of this Agreement.

OWNER:  
Monarch Beauty Collective  
Authorized Representative: \_\_\_\_\_  
Date: \_\_\_\_\_

RENTER:  
Name: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

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Card Number \_\_\_\_\_ Expiration \_\_\_\_\_ CCV \_\_\_\_\_ Zip \_\_\_\_\_