

# PIVO EVENT CENTER RENTAL CONTRACT

PIVO Blepta LLC 📍 101 Huber Drive 📍 Calmar, IA 52132 📍 563-562-1053  
events@pivoblepta.com 🌐 www.pivobrew.com

## Introduction

Thank you for selecting the PIVO Event Center as the venue for your event. It is air conditioned, smoke free and handicapped accessible. With 4500 square feet of space, there is seating for 350 to 400 people. The Event Center features a large hardwood dance floor and a private bar with 11 PIVO taps, non-alcoholic drinks, wine, and mixed drinks.

The PIVO Event Center was built in 2019 and is attached to PIVO Brewery and Blepta Studios, which opened in 2017. The taproom has 40 taps and is open to the public Wednesday-Saturday 11am-10pm, and Sunday 11am-6pm. Guests at the Event Center are welcome to also visit the taproom when it is open.

## Reservations

See a list of available Saturdays at <https://www.pivobrew.com/dates>, or email [events@pivoblepta.com](mailto:events@pivoblepta.com) for information about other days of the week. Your date will be locked in when a signed contract and full rental fee are received.

## Cancellation of Rentals and Refunds

If the renter cancels their event for any reason, refunds will be issued as follows:

Months until event date	12 or more	11	10	9	8	7	6	5	4	3	2 or less
Refund of total paid	100%	90%	80%	70%	60%	50%	40%	30%	20%	10%	\$0

PIVO Blepta LLC may be forced to cancel a lease agreement prior to the event due to a declared state of emergency, unsafe environmental or health conditions, interrupted utility services, or other unforeseen circumstances. In such an event, the renter agrees that PIVO Blepta LLC shall not have responsibility for anything the renter may suffer or incur due to such a cancellation. The Event Coordinator will attempt to notify the renter as soon as possible if such cancellation occurs. All fees paid to the Event Center by the renter shall be refunded to the renter if the reservation is cancelled by PIVO Blepta LLC.

## Set-Up

For daily or multi-day rentals, the event coordinator will ask the renter to make their set up preferences known at least two weeks before the event. PIVO Event Center staff will set up the tables and chairs as requested. Round tables require a tablecloth (not included). You will be given an access code for the keypad at the attached garage. You are encouraged to use this entrance for your set-up and clean-up access.

## Alcohol Policy

Drinks are priced by the serving, so there is no need to purchase whole cases or kegs. There are several options for how to handle the bar tab (see below). You may opt to have an open bar for non-alcoholic drinks and a cash bar for alcoholic drinks. However, if any alcoholic beverages are offered, then PIVO products will be included. Said another way, you can't have only cans of Busch Light. We will not serve shots of alcohol, all liquor will include a mixer. The bar tab for most weddings has been about \$20 to \$25 per guest.

Options for the Event Center bar:

1. Open bar. Guests will be served at the bartender's discretion. A 20% gratuity will be added to the bill. The bill will be paid by the person named on the rental agreement the same day as the event.
2. Drink tickets. The PIVO Event coordinator will provide you with drink tickets and you will distribute them as you wish. Guests will present drink tickets to the bartender or server. A 20% gratuity will be added to the bill. The bill will be paid by the person named on the rental agreement the same day as the event.
3. Cash bar. Guests will pay for their beverages. Tip jars will be placed on the bar.

No beverages (except milk and one non-alcoholic punch) may be brought into the PIVO Event Center. **A penalty of \$300 per offense will be charged if unauthorized beverages are discovered. Drinking alcoholic beverages is prohibited in the parking areas.** All beverages (except authorized beverages brought in) will be served by PIVO Event Center staff and only Event Center staff are allowed behind the bar. Underage drinking is strictly prohibited. Beverage prices and availability are subject to change.

## Optional and miscellaneous fees:

- \$5 per tablecloth rental, choose black or white.
- \$2 place setting rental (ceramic dinner plate, ceramic salad plate, fork, knife, and spoon). These will be provided to you clean and in storage containers for your use. Renter will have them clean and dry and returned to their storage containers without damage by the end of the rental period.
- \$1 for each glass goblet full of water at a place setting. PIVO staff will handle all the setup and cleanup of the glassware. Water served from the bar or from our self-serve water station is complimentary.
- \$30 non-sufficient funds fee.

## General Policies

### The renter agrees to follow these policies and to enforce them with all participants:

1. All renters and guests shall comply with all City Ordinances, Iowa State Statutes, Federal Laws, and the policies set in this contract. Some examples of prohibited activities are illegal gambling, adult entertainment, excessive noise, and disorderly conduct. The renter shall assume full responsibility for any unlawful act committed in the exercise of the lease.
2. The building and premises are subject to 24-hour video surveillance.
3. Renters shall supervise the conduct of the participants at their event
4. Children must be under the direct supervision of an adult at all times.
5. Renters will be fully responsible for any damage to the facility or equipment. Any damage to the facility or equipment must be reported as soon as possible.
6. Nothing shall be taped, pinned, or affixed to the walls, ceilings or windows other than by using the hardware already installed and designed for such use. Command hooks are also not allowed.
7. Absolutely no sitting or standing on the tables by any renter or guest.
8. Candles, open flames, fireworks, Chinese lanterns or anything of the sort are not permitted.
9. This is a smoke free indoor facility. Smoking is permitted in the outdoor courtyard.
10. Caterers and renters are welcome to use the event center kitchen and must return the kitchen to the same condition in which it was found. Caterers must be licensed and insured.
11. All persons and any items brought in must leave the Event Center at the end of the contracted time.
12. PIVO Blepta LLC is not responsible for theft or damage to items that have been left in the Event Center or the parking areas before, during, or after the event.
13. The renter may not sublet the facility, nor may the application be transferred or assigned. All renters must be at least 21 years of age.
14. PIVO Blepta LLC reserves the right to end any event early if policies are violated.
15. Renter is responsible for the conduct of persons participating in your event and persons hired by renter and renter's group to work at the event. Renter, renter's guests, and renter's hired vendors must use the facility in a safe and reasonable manner.
16. Renter shall take complete responsibility for the conduct of its group or others present during the rental period, and agree to compensate PIVO Blepta LLC for all damages to the facility, equipment, or other property incurred during the rental period.
17. If PIVO Blepta LLC is forced to cancel a reservation prior to the event due to a declared state of emergency, unsafe environmental or health conditions, interrupted utility services, or other unforeseen circumstances; the renter agrees that PIVO Blepta LLC shall not have responsibility for anything the renter may suffer or incur due to such a cancellation. The Event Coordinator will attempt to notify the renter as soon as possible if such cancellation occurs.
18. Renter assumes all liability for damage claims, including any personal injuries or death caused by participants at the scheduled event. Any disputes or claims of liability involving such providers of services are matters strictly between the Renter, the event participants, and the providers. You agree that neither you nor the participants at your event shall file any claim against or involve Pivo Blepta LLC in any legal action regarding such matters. You further agree to indemnify and hold harmless Pivo Blepta LLC in the event of any third-party claims for any costs, including attorney's fees for such claims.

## RENTAL OPTIONS AND DETAILS

	<b>MULTI-DAY</b>	<b>SINGLE DAY</b> (Friday-Tuesday)	<b>WEDNESDAY or THURSDAY</b> some dates excluded	<b>HOURLY</b> lower cost, but fewer services
<b>Rental fee</b>	\$2,800	\$1,300	\$500	\$100/hour
<b>Rental begins</b>	11am Friday	7am	7am Thursday	when set-up begins
<b>Rental ends</b>	6pm Sunday (3 days total)	Midnight (one day)	10pm Thursday	when clean-up ends
<b>Earliest ability to book</b>	Up to 2 years in advance			Up to 3 months in advance
<b>Water, coffee, non-alcoholic drinks, and wine from taproom menu available</b>	YES			
<b>Bring in drinks</b>	milk and one non-alcoholic punch			
<b>Bring in food through a licensed caterer</b>	YES			
<b>Tables and chairs</b>	Choose your floor plan, we set up tables and chairs for you		Renter sets up tables and chairs	
<b>Drink service</b>	Event center bartender included		Taproom wait staff will serve you	
<b>Alcohol offerings</b>	Choose 11 PIVO beer/cider kegs. Non-PIVO alcohol available (Busch Light, wine, mixed drinks, etc)		Order drinks and food from the taproom menu	
<b>Bring in alcoholic drinks</b>	no			
<b>Clean up duties</b>	Remove your items ( <u>including glitter, confetti, etc</u> ) Clean the kitchen (countertops, sinks, stove, floor, etc) Take the trash to the dumpster (west side of building)		Same as list to the left, plus clean tables, chairs, and floor (sweep and mop)	

**Please keep this contract for your records and return the following signature page to us.**

## PIVO Event Center Rental Contract Signature Page

Date(s) of rental \_\_\_\_\_

Name of Event (or wedding couple's names) \_\_\_\_\_

Name of renter / responsible party \_\_\_\_\_

Mailing Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Cell Phone # \_\_\_\_\_ Alternate Phone # \_\_\_\_\_

Date of Birth \_\_\_\_\_ Email Address \_\_\_\_\_

Estimated number of guests \_\_\_\_\_ Time beverage service should start \_\_\_\_\_

Name of person paying the bar tab the day of the event \_\_\_\_\_

Please select one of the following options:

- Open Bar
  Drink Tickets  
 Cash Bar
  Event Center bar is closed  
 Open bar until a specific dollar amount/time is reached, then change to cash bar

By your signature below, you agree to all the terms of the PIVO Event Center Rental Contract, certify that the information in the application is correct, certify that you are at least 21 years of age, and agree to exercise the utmost care in the use of the premises and property. You agree to indemnify and hold PIVO Blepta LLC harmless for all liability resulting from use of facility.

Signature of renter \_\_\_\_\_ Date \_\_\_\_\_

PIVO Event Center Representative \_\_\_\_\_

	<b>Rental Fee</b>
<b>Multi-Day Rental</b>	\$2800
<b>Single Day Rental</b>	\$1300
<b>Thursday Rental</b>	\$500
<b>Hourly Rental</b>	\$100 / hour
<b>Tablecloth rental</b>	\$5 each

Checks payable to: PIVO Blepta LLC. Mailing address: 101 Huber Drive, Calmar, IA 52132  
Please include this signed contract and a check. To pay by credit card please ask for an invoice so you can pay online, a 3% surcharge will be added. Full payment is due at time of booking. Hourly rentals pay the same day as the event.