



# CK DanceWorks Facility Rental Contract



CK DanceWorks, Inc.  
82 Seven Hills Blvd  
Dallas, GA 30132  
(770) 975-7298  
info@ckdanceworks.com  
www.ckdanceworks.com



**Please review this contract carefully.**

**Sign and return the attached word document along with the appropriate fee.**

## **CATERING:**

Food and beverages are not provided by CKDW but the Renter can provide their own or arrange for a caterer. The Renter agrees to sure that no food or drinks will be permitted outside of the Lounge at CKDW. Rental fees **do not** include any catering, tenting, transportation, or equipment (tables, chairs, linens, etc.).

## **CAPACITY:**

The Renter agrees to sure that no more than 100 people will be in CKDW at any one time.

## **RENTAL HOURS:**

Event rental hours are anytime CKDW is available.

## **PARKING:**

The Renter agrees to only use parking spots designated for CKDW and not use spill over parking in the Publix Shopping Center.

## **MUSIC:**

The Renter must first acquire a demonstration of how to use all music equipment before use at said event.

## **SMOKING:**

There is NO smoking or open flames (i.e. candles) allowed in any room of CKDW.

## **DECORATIONS:**

Any decorations must be pre-approved by the CKDW staff. Furniture or objects belonging to CKDW may not be moved or handled without permission of CKDW. No stickers or tape allowed on any walls or surface areas of CKDW.





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**GENERAL:**

The Renter assumes liability for loss or damage to CKDW property that results from its use of the facility, and agrees to hold CKDW harmless for loss or damage to the persons or property of its members or guests while at CKDW.

The Renter assumes responsibility and liability for illness resulting from the serving of food and drink at CKDW and agrees to hold CKDW harmless. If the event must be postponed, the payment will apply to the later date. If the event is canceled, a written or email notification must be received by CKDW at least 30 days prior to the scheduled date in order for the Renter to receive a full refund. If the event is canceled less than 30 working days prior to the scheduled date, the Renter forfeits 1/2 the rental fee. Postponement and/or cancellation must be in writing or email from the Authorized Contact Person for the Renter.

**RENTAL FEE BREAKDOWN:**

- Single Dance Room (Room 1, 4, or 5) – \$75 per hour with a two-hour minimum.
- Double Dance Room (Rooms 2 & 3) – \$100 per hour with a two-hour minimum.
- Day rate for Full Venue Rental – \$800 total. This includes an on-site operation manager for unlocking, locking, and a cleaning fee.
- Lounge – \$50 per hour with a two-hour minimum.
- Hot Pink Air Dancer for lawn (1) – \$20 per day with facility rental or \$50 per day without facility rental.

\*CKDW may also have other items available for rent. Check for availability.

The Renter agrees to pay \$\_\_\_\_\_ to rent CKDW for \_\_\_\_\_ hours.

If Renter exceeds this number of hours, the Renter agrees to pay \$\_\_\_\_\_ for each additional hour.

The Renter agrees to pay \$\_\_\_\_\_ (1/2 the rental fee) upon signing this contract.

The balance of \$\_\_\_\_\_ is due on or before the day of the event.

CHECKS SHOULD BE MADE PAYABLE TO CK DANCEWORKS, INC.

**CKDW STAFF RENTAL FEE BREAKDOWN:**

- Single Dance Room – \$10 per 30 minutes.
- Room bookings are made through our JackRabbit EVENTS calendar.

I certify that I have read, understand, and accept the conditions set forth in this contract.

\_\_\_\_\_  
Authorized Contact Person for the Renter

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Contact Person for CKDW

\_\_\_\_\_  
Date