CELEBRATE & CREATE CO LLC

Event Space Rental Agreement

810 Travelers Blvd., Suite D1, Summerville, SC 29485

1. Parties, Premises & Event Details

This Event Space Rental Agreement (the "Agreement") is entered into on _____, 20____ (the "Effective Date") between Celebrate & Create Co LLC, a South Carolina limited liability company ("Celebrate & Create," "we," or "us"), and the individual or entity named below ("Renter" or "you").

1.1 Premises. Celebrate & Create grants Renter a limited, revocable license (not a lease or tenancy) to use the designated event area of Celebrate & Create Co LLC, 810 Travelers Blvd., Suite D1, Summerville, SC 29485, together with access to restrooms and common walkways (the "Premises"), only for the Event and Rental Period described below. Renter acquires no possessory or property interest in the Premises.

1.2 Renter Information

Contact Category	
Renter full legal name	
Organization (if any)	
Mailing address for Notices	
Mobile phone	
Email	
Day-of on-site contact (name + phone)	

1.3 Event Details (complete for each booking)

Detail Category	Detail
Type of event	☐ Baby shower ☐ Bridal shower ☐ Birthday ☐ Gender reveal ☐ Graduation ☐ Rehearsal / engagement ☐ Meeting / workshop ☐ Other: _____
Event date	_____ / _____ / 20____
Access begins (setup)	_____ a.m. / p.m.
Event start time	_____ a.m. / p.m.
Event end time	_____ a.m. / p.m.
Breakdown complete & Premises vacated by	_____ a.m. / p.m.
Total Rental Period (hours)	_____
Expected guest count	_____ (maximum: _____)
Children under 12 expected?	☐ Yes, approx. _____ ☐ No
Alcohol requested? (see Section 5)	☐ No ☐ Yes — licensed vendor: _____
Base Rent	$ _____

1.4 Rental Period. The Rental Period includes all setup and breakdown time. Renter, guests, and vendors may not enter before the access time or remain after the vacate time without written approval and payment of overtime under Section 2.5.

2. Fees, Deposits & Payment

2.1 Fee Summary

Item	Amount	Due
Base Rent (Section 1.3)	$ _____	50% at signing (non-refundable booking fee); balance 14 days before Event
Add-Ons subtotal (Section 3)	$ _____	14 days before Event
Event insurance — Option B only (Section 4)	$ _____	14 days before Event
Cleaning fee	$ _____	14 days before Event
SC sales tax / service charges, if applicable	$ _____	With balance

Total Rental Fees	**$ _____**	
Refundable Security / Damage Deposit	$ _____	At signing

2.2 Booking Fee. The date is not reserved until Celebrate & Create receives this signed Agreement and the booking fee. The booking fee compensates Celebrate & Create for holding the date and turning away other business. It is non-refundable except as stated in Section 7.

2.3 Final Payment. If the balance is not received 14 days before the Event, Celebrate & Create may cancel the booking, treat it as a Renter cancellation under Section 7, and keep all amounts paid. Bookings made within 14 days of the Event must be paid in full at signing.

2.4 Security Deposit. The deposit secures Renter's obligations and is not a cap on liability. Celebrate & Create may deduct from it any amounts for damage, extra cleaning, overtime, missing items, lost revenue from violations, or fines. The balance will be returned within 14 days after the Event. If costs exceed the deposit, Renter will pay the difference within 10 days of invoice.

2.5 Overtime. Time beyond the Rental Period, including late vendor pickup, is billed at $ _____ per half-hour or part of one. Celebrate & Create may refuse an extension.

2.6 Returned Payments and Collection. Returned or charged-back payments incur a $35 fee. Unpaid balances accrue interest at 1.5% per month (or the maximum lawful rate, if lower). Renter will pay Celebrate & Create's reasonable attorneys' fees and collection costs.

2.7 Card Authorization. Renter authorizes Celebrate & Create to charge the card on file for any amount owed under this Agreement that exceeds the Security Deposit, after written notice with an itemized statement.

3. Add-On Services & Rentals

Renter may add the services below. Selected Add-Ons become part of this Agreement once marked here and paid. Final menus, decor details, and quantities must be confirmed in writing 14 days before the Event; after that, quantities may increase (if available) but not decrease.

✓	Add-On	Description	Price	Qty	Line Total
☐	Decor package	Celebrate & Create-styled table decor, centerpieces, and accents (theme: _____)	$ _____		$ _____
☐	Balloon garland / arch	Installed by Celebrate & Create or approved vendor; removed at end	$ _____		$ _____
☐	Photo backdrop / welcome sign	Backdrop wall or easel sign with custom name/date	$ _____		$ _____
☐	Linens & table settings	Tablecloths, runners, plates, cups, napkins, cutlery	$ _____ /guest		$ _____
☐	Food package	Light bites prepared by Celebrate & Create or approved caterer (pastries, finger sandwiches, charcuterie, fruit)	$ _____ /guest		$ _____
☐	Dessert / cake	Cake, cupcakes, or dessert display from Celebrate & Create or approved bakery	$ _____		$ _____
☐	Beverage station	Hosted non-alcoholic beverage service (coffee, tea, infused water, mocktails)	$ _____ /guest		$ _____
☐	Event insurance (Option B)	Celebrate & Create procures the event policy (Section 4)	$ _____	1	$ _____
☐	Event attendant	Staff to assist host, replenish food, manage trash	$ _____ /hr		$ _____
☐	Early setup / extra hour	Added access time, reserved in advance	$ _____ /hr		$ _____
☐	Audio / visual	Bluetooth speaker, wireless mic, TV/screen connection	$ _____		$ _____
☐	Kids' activity table	Coloring/crafts table with supplies	$ _____		$ _____
☐	Party favors / gift table	Favor assembly or styled gift and card table	$ _____		$ _____
☐	Full-service cleanup	Celebrate & Create handles all breakdown and trash removal	$ _____		$ _____
☐	Other: _____		$ _____		$ _____
		Subtotal			**$ _____**

3.1 Food Provided by Celebrate & Create. Only food and non-alcoholic beverages listed above, or approved in writing under Section 6.4, may be served. Celebrate & Create is not responsible for food brought in by Renter or guests.

3.2 Substitutions. If an item is unavailable, Celebrate & Create may substitute an item of equal or greater value. If no substitute is acceptable, the price of that item is refunded; no other remedy applies.

4. Event Insurance (Required)

Every Event must be covered by special-event general liability insurance. No Event may begin until coverage is confirmed. Renter must initial ONE option:

Option	Election	Renter Initials
A — Renter provides	Renter will obtain a policy meeting Exhibit B and deliver the certificate of insurance (COI) and additional-insured endorsement at least 10 days before the Event.	
B — Celebrate & Create provides	Celebrate & Create will procure a one-day event policy on Renter's behalf for a fee of $ _____, payable with the balance.	

4.1 Minimum Coverage (both options). Commercial general liability of at least $1,000,000 per occurrence and $2,000,000 aggregate, including bodily injury, property damage, and personal injury. If any alcohol is present, host liquor liability is also required. Full requirements are in Exhibit B.

4.2 Additional Insureds. Under Option A, the policy must name Celebrate & Create Co LLC, the Property Owner (His Hands Holdings LLC), and their members, managers, employees, and agents as additional insureds, on a primary and non-contributory basis, with waiver of subrogation.

4.3 Option B Terms. Under Option B, Celebrate & Create acts only as a convenience in arranging coverage. The policy is issued by a third-party insurer; its terms, exclusions, and claim decisions govern. Celebrate & Create is not an insurer or agent, makes no promise of coverage for any claim, and has no liability if a claim is denied. The fee is non-refundable once the policy is bound. Renter's release and indemnity obligations in Section 8 apply whether or not insurance responds.

4.4 Failure to Provide. If an acceptable COI is not received by the deadline, Celebrate & Create may (a) procure coverage under Option B and charge Renter, or (b) cancel the Event as a Renter cancellation under Section 7.

4.5 Vendor Insurance. Every outside vendor (caterer, bartender, rental company, decorator, entertainer) must carry its own general liability insurance of at least $1,000,000 per occurrence naming the additional insureds above, and deliver its COI 10 days before the Event.

4.6 No Coverage by Celebrate & Create. Celebrate & Create's own insurance does not cover Renter, guests, vendors, or their property. Insurance requirements do not limit Renter's liability.

5. Alcohol Policy

Alcohol is prohibited at all Events unless every condition in this Section is met. Celebrate & Create does not hold a license to sell or serve alcohol and does not sell, serve, furnish, or supply alcohol.

5.1 Licensed Vendor Required. Alcohol may be served only by a professional caterer or bartending service approved in writing by Celebrate & Create ("Alcohol Vendor"). Self-service, BYOB tables, coolers, and service by Renter, guests, or volunteers are prohibited.

5.2 Liquor Liability Insurance. The Alcohol Vendor must carry liquor liability insurance of at least $1,000,000 per occurrence naming Celebrate & Create Co LLC and the Property Owner as additional insureds. The COI and endorsement are due 10 days before the Event. No COI, no alcohol.

5.3 No Sales. No alcohol may be sold at the Event, directly or indirectly. This includes cash bars, drink tickets, donations for drinks, and admission or ticket prices that include alcohol. The Alcohol Vendor may be paid only a flat service fee, not tied to alcohol quantity or sales.

5.4 Purchase and Removal. Renter (or the Alcohol Vendor as Renter's agent, at cost) purchases all alcohol from a licensed retailer. All alcohol belongs to Renter and must leave the Premises at the end of the Rental Period. Celebrate & Create will not store alcohol.

5.5 Service Rules. The Alcohol Vendor must: check ID of anyone appearing under 40; serve no one under 21 or visibly intoxicated; limit service to beer and wine unless Celebrate & Create approves otherwise in writing; serve by the drink only; and stop service at least 30 minutes before the Event end time. No alcohol may leave the Premises with guests.

5.6 Renter Responsibility. Renter is solely responsible for the conduct of guests who consume alcohol, including ensuring safe transportation home. Celebrate & Create may stop alcohol service or end the Event at any time, without refund, if it believes in its sole discretion that any rule is being violated or safety is at risk.

5.7 Violations. Alcohol present without a compliant Alcohol Vendor is a material breach. Celebrate & Create may end the Event immediately and keep all fees and the full Security Deposit, in addition to any other remedy.

6. Use of Premises & House Rules

6.1 Permitted Use. The Premises may be used only for the Event type listed in Section 1.3. No illegal activity, commercial sales to guests, fundraising, or ticketed admission without written approval.

6.2 Capacity. Attendance, including vendors and children, may not exceed the maximum in Section 1.3 or the posted fire-code occupancy, whichever is lower. Celebrate & Create may refuse entry above that number.

6.3 Decorations. Decorations must be free-standing or attached only with removable painter's tape or approved hooks. Prohibited: nails, tacks, staples, screws, glue, adhesive strips on painted walls, glitter, confetti, rice, birdseed, sparklers, flower petals on floors, smoke or fog machines, helium balloons released indoors, and anything hung from light fixtures, sprinklers, or ceiling tiles. Renter removes all decor before the vacate time; items left behind are discarded at Renter's cost.

6.4 Outside Food and Vendors. Outside food, cakes, and vendors require written approval at least 14 days before the Event. Outside food must come from a licensed food establishment, not a home kitchen, except a celebration cake approved in writing. Approved vendors must follow this Agreement, carry insurance under Section 4.5, and are Renter's agents for purposes of Section 8.

6.5 Food Allergies and Food Safety. Celebrate & Create's kitchen and food-service areas may handle milk, eggs, wheat, soy, tree nuts, and other allergens; cross-contact can occur. Renter is responsible for informing guests of allergens. Food left out more than two hours is discarded. Leftovers taken by Renter are at Renter's sole risk.

6.6 Open Flame and Heat. Open flames are prohibited, except birthday-cake candles lit briefly under supervision and battery candles. Chafing fuel only by an approved caterer. No personal heaters, slow cookers, or extension cords across walkways without approval.

6.7 Children. Children must be supervised by an adult at all times and may not enter kitchen, storage, or office areas. Renter is responsible for any injury to or damage caused by a minor.

6.8 Conduct. Renter is responsible for the conduct of every guest and vendor. No smoking, vaping, illegal drugs, weapons (to the extent permitted by law), fighting, or harassment. Amplified sound must stay at a level that does not disturb neighboring tenants. Celebrate & Create staff may require any person to leave.

6.9 Animals. No animals except service animals as defined by law.

6.10 Restricted Areas and Equipment. Renter, guests, and vendors may not use Celebrate & Create's kitchen equipment, POS, or back-of-house areas unless included in an Add-On and operated by Celebrate & Create staff.

6.11 Parking and Common Areas. Parking is shared with other tenants and not guaranteed. Celebrate & Create is not responsible for vehicles or their contents. Activities may not extend into the parking lot or sidewalks.

6.12 Condition of Premises. Renter has inspected or had the opportunity to inspect the Premises and accepts them AS IS. Renter will return the Premises in the same condition, with trash bagged and placed where directed. A condition checklist (Exhibit C) may be completed before and after the Event.

6.13 Personal Property. Celebrate & Create is not a bailee and is not responsible for loss, theft, or damage to any property of Renter, guests, or vendors, including gifts, cards, cash, and rented items, before, during, or after the Event.

6.14 Public Business Hours. If the Event overlaps business hours of neighboring tenants, Celebrate & Create may continue normal operations in non-rented areas. Renter may not exclude customers from common areas or restrooms.

6.15 Photography. Renter grants Celebrate & Create permission to photograph the event setup and decor (without identifiable guests unless consented) for marketing.

6.16 Compliance with Law. Renter will comply with all applicable laws, ordinances, and fire-code rules, and all rules in Exhibit A.

7. Cancellation, Rescheduling & Termination

7.1 Cancellation by Renter. Cancellation must be in writing (email is sufficient) and is effective when Celebrate & Create receives it. Refunds are as follows; the Security Deposit is refunded in full in each case.

Written notice received	Refund of amounts paid (excluding booking fee)
30 or more days before the Event	100% of amounts paid beyond the booking fee
14–29 days before the Event	50% of amounts paid beyond the booking fee
Fewer than 14 days, or no-show	No refund

Custom-ordered Add-Ons, decor purchased for the Event, and insurance premiums already bound are non-refundable at any time. Renter agrees these amounts are a reasonable estimate of Celebrate & Create's damages for lost bookings and are not a penalty.

7.2 Rescheduling. Renter may reschedule once, with written notice at least 30 days before the Event, to an available date within 6 months. Payments transfer to the new date. A request within 30 days is treated as a cancellation.

7.3 Force Majeure. Neither party is liable for failure to perform caused by events beyond its reasonable control, including severe weather, hurricane or tropical storm warnings, flood, fire, utility or HVAC failure, government orders, public-health emergencies, civil unrest, or damage to the building ("Force Majeure"). If Celebrate & Create cannot host the Event due to Force Majeure, Renter may choose (a) a rescheduled date within 6 months, or (b) a refund of all amounts paid. This is Renter's sole remedy. Force Majeure does not excuse Renter's payment obligations for an Event that Celebrate & Create is able to host.

7.4 Cancellation by Celebrate & Create. If Celebrate & Create cancels for a reason other than Force Majeure or Renter's breach, it will refund all amounts paid. Celebrate & Create is not liable for any other costs, including vendor deposits, travel, invitations, or other consequential damages.

7.5 Termination for Breach. Celebrate & Create may end the Event immediately, without refund, and require all persons to leave if Renter, any guest, or vendor (a) violates Section 5 or 6, (b) creates a risk to safety or property, (c) exceeds capacity, or (d) fails to provide required insurance. Renter remains liable for all fees, damages, and costs.

8. Release, Assumption of Risk, Hold Harmless & Indemnification

PLEASE READ CAREFULLY. THIS SECTION GIVES UP LEGAL RIGHTS AND SHIFTS RESPONSIBILITY FOR CLAIMS TO RENTER.

Definitions. "Released Parties" means Celebrate & Create Co LLC; the owner of the building at 810 Travelers Blvd. (the "Property Owner," His Hands Holdings LLC); and each of their members, managers, officers, employees, agents, contractors, insurers, successors, and assigns. "Renter Parties" means Renter and Renter's guests, invitees, family members, minors in attendance, vendors (including any Alcohol Vendor), and anyone else present because of the Event. "Claims" means all claims, demands, suits, losses, damages, injuries, death, fines, penalties, judgments, costs, and expenses, including reasonable attorneys' fees.

8.1 Assumption of Risk. Renter understands that events involve risks, including slips, trips, and falls; burns from hot beverages and food; food-borne illness and allergic reactions; injuries from decorations, furniture, or equipment; alcohol-related harm; and the acts of other people. RENTER, ON BEHALF OF ALL RENTER PARTIES, KNOWINGLY AND VOLUNTARILY ASSUMES ALL SUCH RISKS, KNOWN AND UNKNOWN.

8.2 Release and Waiver. TO THE FULLEST EXTENT PERMITTED BY LAW, RENTER RELEASES, WAIVES, AND FOREVER DISCHARGES THE RELEASED PARTIES FROM ALL CLAIMS ARISING OUT OF OR RELATED TO THIS AGREEMENT, THE EVENT, OR THE USE OF THE PREMISES, INCLUDING CLAIMS ARISING FROM THE ORDINARY NEGLIGENCE OF ANY RELEASED PARTY.

8.3 Indemnification and Hold Harmless. RENTER WILL DEFEND (WITH COUNSEL ACCEPTABLE TO CELEBRATE & CREATE), INDEMNIFY, AND HOLD HARMLESS THE RELEASED PARTIES FROM AND AGAINST ALL CLAIMS BROUGHT BY ANY PERSON, INCLUDING ANY RENTER PARTY, ARISING OUT OF OR RELATED TO (a) THE EVENT; (b) ANY ACT OR OMISSION OF ANY RENTER PARTY; (c) THE SERVICE OR CONSUMPTION OF ALCOHOL; (d) FOOD OR BEVERAGES NOT PREPARED BY CELEBRATE & CREATE; (e) RENTER'S BREACH OF THIS AGREEMENT; OR (f) DAMAGE TO THE PREMISES. THIS OBLIGATION APPLIES EVEN IF THE CLAIM IS CAUSED IN PART BY THE ORDINARY NEGLIGENCE OF A RELEASED PARTY.

8.4 Alcohol-Specific Indemnity. Without limiting Section 8.3, Renter is solely responsible for, and will indemnify the Released Parties against, all Claims arising from the furnishing or consumption of alcohol at or after the Event, including injuries caused by an intoxicated guest after leaving the Premises and service to anyone under 21.

8.5 Damage to Premises. Renter is liable for all damage to the Premises, furniture, fixtures, and equipment caused by any Renter Party, normal wear excepted, at Celebrate & Create's actual cost of repair or replacement, plus lost business revenue if the damage prevents normal operations.

8.6 Limits. Nothing in this Section releases or requires indemnity for a Released Party's gross negligence or willful misconduct, or for any liability that cannot be released under South Carolina law. If any part of this Section is found unenforceable, it will be enforced to the maximum extent permitted, and the remainder stays in effect.

8.7 Limitation of Liability. IN NO EVENT WILL THE RELEASED PARTIES BE LIABLE FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL, OR PUNITIVE DAMAGES, INCLUDING EMOTIONAL DISTRESS OR LOSS OF ENJOYMENT. THE RELEASED PARTIES' TOTAL LIABILITY FOR ANY CLAIM WILL NOT EXCEED THE TOTAL RENTAL FEES ACTUALLY PAID BY RENTER UNDER THIS AGREEMENT.

8.8 Guests and Minors. Renter is responsible for informing guests of the rules in this Agreement. Renter's release and indemnity cover Claims by or on behalf of minors attending the Event, to the extent permitted by law.

8.9 Survival. This Section survives the Event and any termination or cancellation of this Agreement.

Renter's initials acknowledging Section 8: _____

9. General Provisions

9.1 License Only. This Agreement creates a license, not a lease. Residential and commercial landlord-tenant laws do not apply. Celebrate & Create may revoke the license as stated in this Agreement.

9.2 No Assignment. Renter may not assign this Agreement or sublicense the Premises.

9.3 Governing Law and Venue. South Carolina law governs. Any action must be brought in the state courts of Dorchester County, South Carolina, or the magistrate court with jurisdiction. EACH PARTY WAIVES TRIAL BY JURY TO THE EXTENT PERMITTED BY LAW.

9.4 Attorneys' Fees. In any dispute arising from this Agreement, the prevailing party may recover reasonable attorneys' fees and costs.

9.5 Independent Parties. Nothing in this Agreement creates a partnership, joint venture, or employment relationship. Renter's vendors are not agents of Celebrate & Create.

9.6 Entire Agreement; Amendments. This Agreement, including Exhibits A–C, is the entire agreement and supersedes prior discussions. Changes must be in writing and signed (email confirmation from Celebrate & Create is sufficient for Add-On changes).

9.7 Severability; Waiver. If any provision is unenforceable, the rest remains in effect. Failure to enforce a provision is not a waiver.

9.8 Notices. Notices must be in writing to the addresses or emails in Section 1.2 and the signature block below.

9.9 Signatory Authority. The person signing for Renter represents that they are at least 18 years old and authorized to bind Renter. If signing for an organization, the individual is also personally and jointly liable.

9.10 Counterparts; E-Signatures. This Agreement may be signed in counterparts and electronically; electronic signatures are binding.

9.11 Acknowledgment. Renter has read this entire Agreement, including the release and indemnity in Section 8, had the opportunity to consult a lawyer, and signs voluntarily.

SIGNATURES

RENTER	**CELEBRATE & CREATE CO LLC**
Signature: _____	By: _____
Printed name: _____	Printed name / Title: _____
Date: _____	Date: _____
Email: _____	Email: _____

Exhibit A — House Rules Acknowledgment

Renter must share these rules with guests and vendors. Initial each line.

Rule	**Initials**
No alcohol unless served by an approved, insured Alcohol Vendor (Section 5)	
No glitter, confetti, rice, petals, sparklers, fog machines, or open flames	
No nails, tacks, staples, or adhesives on walls; painter's tape only	
Guest count will not exceed the maximum in Section 1.3	
Children supervised at all times; no access to kitchen or restricted areas	
No smoking or vaping anywhere on the Premises or entrances	
All outside food and vendors approved in writing 14 days ahead	
Setup and breakdown occur within the Rental Period	
All decor, gifts, food, and alcohol removed by the vacate time	
Trash bagged and placed where directed	

Exhibit B — Insurance Requirements

Requirement	**Renter (Option A)**	**Outside Vendors**	**Alcohol Vendor**
General liability, per occurrence	$1,000,000	$1,000,000	$1,000,000
General liability, aggregate	$2,000,000	$2,000,000	$2,000,000
Host liquor liability	Required if alcohol present	—	—
Liquor liability	—	—	$1,000,000 per occurrence
Additional insureds	Celebrate & Create Co LLC; Property Owner (His Hands Holdings LLC); their members,	Same	Same

	managers, employees, agents		
Primary & non-contributory	Required	Required	Required
Waiver of subrogation	Required	Required	Required
Insurer rating	A.M. Best A- VII or better	Same	Same
COI + endorsement due	10 days before Event	10 days before Event	10 days before Event

Certificate holder: Celebrate & Create Co LLC, 810 Travelers Blvd., Suite D1, Summerville, SC 29485.

Exhibit C — Premises Condition Checklist

Area / Item	Before Event (condition / notes)	After Event (condition / notes)
Floors		
Walls & paint		
Tables & chairs (count: _____)		
Restrooms		
Light fixtures & ceiling		
Windows & doors		
Decor / Add-On items returned		
Trash removed		
Photos taken (Y/N)		
Renter initials / Staff initials		