

• 10000 Edwards Lane, Auburn Township, Chagrin Falls, Ohio 44023 •

Agreement for Use of Facilities and Services

1. Parties

WHEREAS, SunValley Party Center (hereinafter referred to as ("SunValley")) is in the business of providing Banquet and Meeting facilities to the general public including food and beverage services, and

WHEREAS, _____(name), of
_____(address)
_____(telephone)

and

_____(name), of
_____(address)
_____(telephone)

hereinafter referred to as the ("Responsible Persons"), wish to acquire the use of such facilities and services for a period of time.

The parties hereby agree as follows:

2. Deposit to Reserve Date for Banquet / Meeting Room

The Responsible Persons hereby deposit with SunValley the amount of Eight Hundred Dollars (\$800.00) to reserve the date of _____("Meeting Date") for a Banquet / Meeting of approximately _____ people. Said funds shall be paid as follows: Three hundred Dollars (\$300.00) to be paid immediately to secure the reservation. The remainder of the deposit (Five Hundred Dollars) is to be paid on _____, which is 90 days from the initial deposit. Said funds shall be held by SunValley as a deposit to reserve said date for the Banquet / Meeting and shall be forfeited by the Responsible Persons as liquidated damages should the Responsible Persons cancel said Banquet / Meeting.

Five Hundred Dollars (\$500.00) of the total deposit shall be deducted from the total contract at time of payment. Three Hundred Dollars (\$300.00) of said deposit shall further be held by SunValley as a deposit against damage to its facilities and any damage caused by the Responsible Persons or their guests during the Banquet / Meeting. Charges for additional guests and damage amounts will be subtracted from the \$300.00 deposit and the remainder will be returned to the Responsible Persons.

Final Payment, Final Count, and Final Seating Chart are due no later that the Thursday, one full week before your scheduled event.

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3. Duties of SunValley

SunValley shall provide to the Responsible Persons:

- a. The use of a Banquet Room on the Meeting Date for a period of time not more than six (6) hours (additional time will be billed, as an additional charge, in half hour increments).
- b. The use of a check room for coats, hats, etc.
- c. Food Service as selected on attached form "A".
- d. Waitresses, necessary personnel, china, standard linen, silverware, and all equipment for serving.
- e. "Additional Services" at additional charges as requested on the attached Form "B".

4. Payment of Charges

- a. The Total Amount of this contract is due and payable on the Thursday, one full week prior to the scheduled event. Two party checks and out-of-town checks will not be accepted.
 - b. accepting the terms hereof, the responsible party releases SunValley from any and all liabilities, not covered by SunValley's insurance, arising out of accident or injury any and all invited guests occurring in or around the premises, including the parking area.
 - c. SunValley will not be responsible for any personal items lost or stolen.
- IN WITNESS WHEREOF, the parties have set their hands this _____ day of _____, 20_____ to this "Agreement for Use of Facilities and Services" at SunValley Banquet and Party Center.

SunValley Banquet & Party Center LLC

BY: _____

Responsible Persons

BY: _____

BY: _____

The minimum number of adult guests for a Friday Event is 100 and Saturday event is 150. If your count is below the 100 and 150 minimum respectively, special conditions and pricing exists. Your contract amount must exceed \$5,200.18 for a Friday event or \$7,691.64 for a Saturday event

_____ Initial