

FIRST BOISE INVESTMENTS LLC

Venue Booking Application
Galleria I & II – JacksonSquarePromenade.com

Date Of Booking: _____

Applicant: _____

Coordinator: _____

Galleria I # 24 _____ (400 capacity) Galleria II #27 _____ (150 T & C capacity) Galleria II #25 _____ (125 T & C capacity)

Galleria II #28 _____ (300 T & Capacity) Galleria II #26 _____ (150 No T & C capacity)

APPLICANT INFORMATION

First Name		MI		Last Name	
Street Address				Apartment/Unit #	
City		State		ZIP	
Phone			Mobile		
Driver's License # <i>Copy Required</i>			<i>Social Security No.</i>		
Email Address					

EVENT INFORMATION

NO "PAY PER TICKET" OR CHARGE ADMISSION FEES EVENTS ARE ALLOWED.

Event Name:		Event Date:	
Type of Event (Description):			
Start Time:		End Time:	
Practice time required:	() Yes () No	Time of Set-Up:	
Number of Attendants:		Number of Securities:	
Type of food being served:			
Will alcoholic beverages be served? () Yes () No	If "Yes" what kind (e.g. Beer, Wine, Mix Drinks)		

Alcoholic beverages are not permitted unless catered or proper license or permits required are presented. Our preapproval in writing is a must.

FURNATURE

Please Circle and specify quantity of items needed.

Chairs	() Yes () No	Qty:		Tables	() Yes () No	Qty:	
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DISCLAIMER AND SIGNATURE

I certify that all the above true and complete to the best of my knowledge.

Client Signature		Date	
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BOOKING CONTRACT

This agreement is between "First Boise Investments LLC" (FBIL, owner of Jackson Square Promenade, located at 2460 Terry Rd Jackson MS 39204 Unit's G23 – G30) and Name: _____ (Client).

FBIL WILL DELIVER SPACE: No. _____ for guest as requested.

THE CLIENT WILL AGREE:

- A) NOT to hold "Pay per Ticket" or charge admission fees.
- B) NOT to exceed the capacity of _____ people at the event.
- C) NOT to hold FBIL liable on any; claims, maintenance issues, utility interruptions, injuries or damages.
- D) NOT damage any interior improvements, and furnishings within the event center, including the carpet, chairs, tables and restroom fixtures.
- E) To invite and monitor all guests by being there for the entire period of the event and report any criminal activities.
- F) To take full responsibility and liability on any trip and fall incidents or accidents, and damages related to any violent crime.
- G) To comply with noise ordinance of City of Jackson.
- H) To comply with rules and regulations that will be enforced by FBIL representative.
- I) To make sure that ALL; carpets are vacuumed, restroom's are cleaned, and trash hauled out by the end of the event.

Clients Initials: _____

THE CLIENT WILL AGREE:

- 1) The event period shall not be more than eight (8) hours. FBIL representative has the right to stop the event otherwise.
- 2) FBIL representative will monitor the event from time to time and the client shall comply with such recommendations by the representative.
- 3) There will be no cooking or alcohol served unless the client furnishes a valid and up-to-date copy of the "beer and wine" License and has been pre-approved by FBIL in advance in writing.
- 4) The client guests can only use the designated restroom facilities of the event center.

Clients Initials: _____

PAYMENT & CHARGES (RENTAL AND SECURITY DEPOSIT):

Security Deposit:	\$ 100	Due Date:	
Cleaning Security Deposit:	\$ 350.00	Due Date	
Event Booking:	\$	Due Date	
Totals:	\$		

Payment Accepted: Cashier's Check or Money Order Only and payable to First Boise Investments LLC.

Security and cleaning deposit are REFUNDABLE after the full inspection of the facilities for any damages or cleaning which shall be deducted from the deposit if necessary.

Event booking of rental space is non-refundable.

Both FBIL representative and the client agree to cooperate and make the event successful. Agreed and approved.

Clients Printed Name

Clients Signature

Date:

Jackson Square Promenade _____
FBIL Representative Signature

Date:

Date: _____

A damage deposit of \$350 shall be paid after an initial inspection of the facility. After a 2nd and final inspection has been conducted, the deposit will be refunded. Costs for damages will be deducted from the refundable deposit.

The maximum capacity shall NOT EXCEED OVER _____ PEOPLE Agent (Wanda Jackson and Deloris Gale) shall not be liable for any incidents arising from event usage. Incidents are: tripping and falling in the event center, violent crimes or fights.

Client will agree to hold FBIL harmless in regards to any claims related to maintenance or utility interruptions, as FBIL will do its best to provide resources needed to take care of such issues.

All alcoholic beverages shall be served under a liquor license that is up-to-date and valid. A copy must be on file.

Client shall cover all cleaning charges and garbage shall be disposed of at the end of event.

If the "Promoters and Organizers" ARE NOT ON SITE/PROPERTY, "WE HAVE THE RIGHT TO CANCEL THE EVENT AND THE DEPOSIT WILL BE FORFEITED"

Any damages to property or failing to abide by the terms and conditions will result in a decrease in refundable deposit. (Include carpet stains, chair/tables damages and bathroom fixtures).

The event period shall be no more than _____ hours. Lessor (FBIL) has the right to stop event, if hours exceed maximum time allotted. All events will be monitored and patron (s) shall comply with recommendations from Agents.

There will be no cooking. Provisions will be made to warm and keep food brought in to The Event Center.

Client shall use the bathroom facilities on the west side (The Galleria Lobby) of the event center ONLY.

Client must comply with the noise ordinance of the City of Jackson.

Client must comply with ALL rules and regulations enforced by FBIL. Clients(s) must take full responsibility on any tripping or falling, incidents or accidents related usage of event center.

Inside security must be obtained as a separate contract or agreement by Patron (s).

FBIL and Agent have the right to deny access to relatives or friends that may use language not appropriate to attend the event or may or apply threats to cause bodily harm to anyone. Patron (s) shall agree to invite and monitor relatives and friends that may cause any criminal activity.

Both FBIL and Agent shall perform duties to ensure a successful and happy event for patron(s).

_____ I have read the above terms and conditions and agree to abide by the rules and regulations set forth by FBIL and Agent. I understand that I am liable for any incidents such as tripping, falling, or violent acts performed by individual invited to The Event Center.

Client Signature

Date

Jackson Square Promenade

Date:

