



omni commons

Date:

Organization Name:

Contact Name:

Contact Email:

Contact Phone #:

Day and Time and Location of Event:

Rental Purpose:

_____ agrees to pay a total of \$_____ to rent space at the Omni Commons for the above stated days/times. In order to secure your rental, please submit this signed agreement and the Waiver Contract, along with a deposit of 50% of the rental fee (\$_____). No terms are implied or granted and no work will be allowed to commence until the deposit and Waiver Contracts are received. Please submit these either in person or via mail to the address below.

You will be responsible for scheduling an orientation meeting at which time you will receive information on accessing and using the space.

The remaining rent is due on the last day of your event, and can be deposited in the "Rent Box" located at the front counter of the Omni.

Upon signing, you will be responsible for the 50% rent for cancellations within 3 weeks time of event date.

You will be expected to be fully wrapped up and exiting the space at the end of your rental timeslot.

Also note that all public events involving music are REQUIRED to have our sound-barrier window plugs in place for the entire duration of your rental. See checklist for detail.

Date:

Signature of Renter: