



Frequently Asked Questions

1. How much is the rental?

- The rental fee is \$100.00 per hour with a minimum of 2 hours.

2. Is there a deposit or cleaning fee?

- We require a \$75.00 refundable security deposit and a \$75.00 non-refundable cleaning fee.

3. Are tables and chairs included?

- 8 Round tables, black or white linens, 50 black folding chairs are provided

4. What type of decorations are NOT allowed?

- No nails, tape, screws, staples or penetrating items are to be used on our walls or floors. Glitter or foil (non-paper) confetti is not allowed on site.

5. Are outside food and beverages allowed?

- Yes! You are able to bring your own food and beverages. Alcoholic beverages are also allowed.

6. Is there a prep kitchen?

- We have a prep kitchen with a refrigerator.

7. Is there a speaker or TV?

- Bluetooth speaker and smart TV are included with the rental.

8. What is required to secure the event date?

- A signed contract and \$150 Security & Cleaning fee will serve as your deposit to secure your event date. The \$75 security fee is refundable within 3 business days of your event if there are no damages. The remainder of the balance is due 7 business days prior to your event.

9. What is the cancellation policy?

- If the event is canceled for any reason, you forfeit your deposit (\$150). No refunds will be given on balances paid in full in advance (no exceptions). Le Venue



will make every to accommodate reschedule requests as availability permits. A reschedule fee may or may not apply.

10. Am I able to change the date of my event?

- If you need to reschedule your event, a \$25 fee will be deducted from the deposit in each instance the event date is changed.

11. Do I have to pay for the hours when I'll be decorating?

- With every event, we provide 1 hour of set up and 30 mins of wrap up time at no additional charge. This allows you to decorate and prepare before the event and have time to get the venue back in order before exiting the venue.
 - ❖ There is a \$200 early setup fee if you wish to setup for your event the night before (as availability permits).

13. Is the venue available for photo shoots?

- Yes, for \$50.00 per hour you will have use of the full venue. A white backdrop with an 8ft stand, a 6ft table, and two chairs.

14. Do you decorate the venue?

- Event planning, decorating, and/or day of coordination are available for an additional fee. We'd be happy to discuss options with you.