



PERRY VENUE

RENTAL AGREEMENT

Established 2025

Updated 10.17.2026

Welcome to Perry Venue!

Baby showers, wedding rehearsals, family reunions, birthday celebrations, baptisms, graduations—you name it, we can accommodate it. Book your event and plan it the way you want.

Bring your own caterer or take advantage of our discounted rate for our Krispy Krunchy Chicken. You may hire a decorator or decorate the venue yourself. Renters may serve beer, wine, and liquor to their guests in accordance with the alcohol requirements below. Play your favorite music using our surround-sound system, or hire your own DJ.

RULES AND REGULATIONS OF RENTAL

Rental Fee: The rental fee is \$_____ (\$399 standard rental) and is non-refundable.

The refundable security deposit of \$_____ (\$200 standard deposit) is due within seven (7) calendar days after the reservation is approved.

The full rental fee of \$_____ (\$399 standard rental) is due within fourteen (14) calendar days after the reservation is approved. For events occurring before these deadlines, management will specify earlier payment deadlines in the approved booking and signed agreement.

Payment deadlines are measured from the date the reservation is approved, not the date the inquiry is submitted. Failure to pay by the applicable deadline may result in cancellation of the reservation.

Security Deposit: The security deposit will be returned to the customer within 24 hours following the event, after management or staff has inspected the venue and verified that it was left in the same condition in which it was provided at the beginning of the event.

If damage to the venue or its property is found, the security deposit will not be returned. The renter remains responsible for damage caused by the renter, the renter's guests, or persons hired or brought into the venue by the renter.

Cancellations: We understand that emergencies happen and plans sometimes change. The rental fee is non-refundable. Please contact management promptly if your plans change.

Event Access & Closing: Depending on the booking schedule, Perry Venue will be available beginning at **10:00 AM on the day of the event** so you have time to set up and prepare for your event.

Music and DJ services must end by 12:30 AM. All guests must depart, all decorations and belongings must be removed, and cleanup must be fully completed before 2:00 AM. Lights must be turned off and the venue secured in time to hand the keys directly to the designated BlueJay Market employee at 2:00 AM.



The renter must personally return the venue keys to the designated BlueJay Market employee at 2:00 AM.

The event room must be cleaned and ready for inspection before the 2:00 AM key handover. Any exception for next-day cleanup must be arranged and expressly approved by management in advance; it does not change the 2:00 AM key return requirement.

Decorations: You may hire a decorator or decorate the venue yourself. Please clean up and remove all decorations following your event.

Do not put holes in the walls. If attaching decorations to painted surfaces, please use tape or another method that will not damage the paint.

Open-flame candles are not permitted. **Votives** may be used.

Glitter and confetti are not permitted.

If you are unsure whether a decoration or attachment method may damage the venue, please ask management before using it.

Tables & Chairs: Tables and chairs are included with the venue rental.

Seat covers and tablecloths may be available for rent. Other party supplies may also be available for purchase, including aluminum foil, pans, warming chafers, ice, pop, plates, and utensils. Availability and pricing may vary.

Smoking: Perry Venue is a smoke-free building. Smoking is permitted only in the designated outdoor smoking area. Please dispose of cigarette butts properly and help us keep the property clean.

Parking: Parking is available behind Perry Venue. If additional parking is needed, parking is also available across the street.

ALCOHOL

Perry Venue allows customers the privilege of serving beer, wine, and liquor at their events, subject to the requirements below.

Under Perry Venue's liquor-license requirements, alcohol served at the venue must be purchased through the approved store, **BlueJay Market**.

If alcohol will be served at the event, security personnel are required to be present on the premises while alcohol is being served.

Security personnel may be available through Perry Venue. If security will be needed, arrangements must be made when payment for the event is completed so availability and any applicable fee of \$_____ can be confirmed.

PARTY WORRY-FREE

Perry Venue works with local individuals who may be available to help make your event easier by assisting with serving, setup, and cleanup.

Depending on the arrangements made with them, they may be available to serve alcohol or food, assist with setup, and help clean and organize during or after the event.



For availability, services, and fees, please contact:

Samantha: (515) 823-3677

Emily: (515) 726-0708

Services, availability, fees, and the specific assistance provided are arranged with them.

HOUSE DJ & ENTERTAINMENT

Judy "DJ Lyrica" Thompson: (515) 966-4422

DJ services are optional and billed separately from venue rental. Perry Venue house DJ rate: \$50/hour + tips (regular rate: \$75/hour + tips).

By signing below, the customer acknowledges that they have read and agree to the rules and conditions of this Perry Venue Rental Agreement.

Customer Signature: _____

Date: _____

Perry Venue/Management Signature: _____

Date: _____