

# Event Space Rental – How it Works

Prana Blessings 1925 Unit C Rosina St, Santa Fe, NM 87505

Reserve space by the hour in 2-hour increments. 2, 4, or 6-hour time slots are available for booking and payment is due at the time of reservation.

- If you require a full day or multiple days, please call. A 50% deposit is due when booking for a full or multiple day event (you may also pay in full).
- Cancellations: As a courtesy, please notify Prana Blessings, of any cancellations, at least 48 hours before your event (or sooner). No refund of the 50% deposit for cancellations except for unforeseeable events or emergencies. For example, there are no refunds due to low turnout.
- Rescheduling: The system will allow you to reschedule up to six days before your event. This is a great alternative to canceling; your deposit will apply to the rescheduled date.
- The balance is due the day of the event, even if attendance is low or no-shows.
- Rent and Increases: Rents will be reviewed every 3 - 6 months for fair market value and are subject to change with or without notice. There is an additional fee for use of the kitchen.

Marketing: Event (s) will be posted on the Prana Blessings website. ***No other marketing is offered. You are responsible for all marketing activities.***

- Payment: You are responsible for collecting payments from your clients, students, or event attendees. None of these sales will be collected via Prana Blessings. Please be prepared to accept credit cards.

Service providers are independent and not employees or contractors of Prana Blessings. They are responsible for their business practices. This includes general and liability insurance, necessary licenses, etc.

Service providers agree to set up and clean up rented space after each session or event.

**Hold Harmless.** Renter shall fully defend, indemnify, and hold harmless Prana Blessings from any claims, lawsuits, demands, causes of action, liability, loss, damage, or injury, of any kind whatsoever ( including without limitation all claims for monetary loss, property damage, equitable relief, personal injury, or wrongful death), whether brought by an individual or other entity, or imposed by a court of law or by administrative action of any federal, state, or local governmental body or agency, arising out of, in any way whatsoever, any acts, omissions, negligence, or willful

misconduct on the part of Renter, its officers, owners, personnel, employees, agents, contractors, invitees, or volunteers. This indemnification applies to and includes, without limitation, the payment of all penalties, fines, judgments, awards, decrees, attorneys' fees, and related costs or expenses, and any reimbursements to Prana Blessings for all legal fees, expenses, and costs incurred by it.

***When booking online, you will be asked to agree to the terms, which will act as your electronic signature.***

***Acknowledged & Accepted:***

This is to acknowledge you have read and understand “How this Works, including the Hold Harmless agreement.

Renter: \_\_\_\_\_ Print Name: \_\_\_\_\_

Email: \_\_\_\_\_ Contact Phone #: \_\_\_\_\_