



### **Little Leaf Play Studio: Private Party Rental Agreement**

Little Leaf Play Studio offers 100% private rentals for birthday parties. These private rentals allow guests to have the space fully to themselves to focus on their guests and little ones. In order to provide the absolute best experience, we ask that guidelines below are reviewed and acknowledged prior to booking. If you have any questions or concerns, please reach out to [Questions@LittleLeafPlayStudio.com](mailto:Questions@LittleLeafPlayStudio.com).

#### **1) Booking, Deposit, & Package Selection**

- Reservations can be made online at [www.littleleafplaystudio.com/party](http://www.littleleafplaystudio.com/party).
- A \$100 non-refundable deposit is due at the time of booking to secure your date and time. The deposit will be applied to the total balance, with the remaining amount due at the conclusion of the scheduled party time. Sales tax (6%) will be applied to the total. There will be an option to include gratuity for exceptional service at the discretion of the party renter.

If the party goes over the scheduled party time, the Private Party Renter agrees to pay \$75.00 per half-hour or \$150 per hour. This amount shall not be prorated.

Party Add-Ons DO NOT need to be finalized at the time of booking. Little Leaf Play Studio will reach out 3 weeks prior to the scheduled event via phone call and email with a pre-event questionnaire. One week prior to the scheduled event, our Party Coordinator will reach out via email to review final package and add-on selections as well as go over any last minute details.

#### **2) Cancellation & Rescheduling**

- Any cancellations on your part will result in the loss of the deposit. No exceptions.
- Party rescheduling is acceptable no less than 14 days before the scheduled party date. To reschedule a party, please contact Little Leaf Staff - [Questions@littleleafplaystudio.com](mailto:Questions@littleleafplaystudio.com)

#### **3) Play Area Rules, Waivers, & Capacity**

- Little Leaf staff will be actively enforcing our normal safety rules and policies during parties. These rules are posted in the facility and on our website.
- Our play area is designed for children aged 5 AND UNDER. Adults and children older than 5 are more than welcome to play WITH the play-area aged children during the event. HOWEVER, if an older sibling, guest or adult gets too rowdy and/or distributive we reserve the right to ask them to stay seated in our cafe area or to leave the premises.
- Socks ARE required in the play space at all times. Both adults and children are required to wear socks. This is necessary for the health and safety of the children. The Private Party Renter is responsible for enforcing that all party guests have socks with them when they enter Little Leaf Play Studio. If a guest does not have socks, Little Leaf Play Studio will issue them a pair and the cost (\$3/per pair) will be charged to the Private Party Renter balance at

the completion of the party.

- Private Party Renters and all guests will all be required to complete a Little Leaf Play Studio Liability Waiver prior to entering the Play Area.
- Capacity should be limited to a total of 50 people (combined children and adults) during private party rentals.

#### **4) Party Schedule, Set-Up, & Teardown**

- Private party renters are welcome to arrive at Little Leaf Play Studio no more than 30 minutes prior to the scheduled event to set up.
- Party Schedule will be presented in the pre-party questionnaire (sent 3 weeks prior to scheduled event) and finalized with our Party Coordinator 1 week prior to scheduled event.
- If cake and/or dessert will be served at your party, we require that these activities be done in the last 30 mins of party time to reduce the risk of food, and frosting in the play area.
- Party Renter is responsible for removing all personal items and decorations from the premises at the conclusion of the scheduled party time. Little Leaf Play Studio staff will be on hand to assist with tear down and take care of all clean up.

#### **5) Decorations, Damage, & Cleaning**

- Party renters may bring their own decorations to their celebration. Decorations that are hung **MUST** be protected with blue painters tape (provided by Little Leaf Play Studio). Any client who adheres tape or adhesive directly to the walls, ceiling, or furniture will be assessed a fine in the amount of \$150 for damages, regardless of whether damage is immediately visible. Clients are free to hang decorations on any of the interior doors. **We do not allow piñatas, glass, glitter, or breakable decorations are allowed in the play areas.**
- Any excessive damage done to the Little Leaf Play Studio premises or to the Party Space or other Little Leaf Play Studio property shall be billed to Private Party Renter for either replacement or repair.
- In the occurrence of an additional mess – as determined by the Little Leaf Play Studio management or staff – created or done by the Private Party Renter or any of its party guests (children and adults included) resulting in extra cleaning of the Party Space, Little Leaf Play Studio premises or other Little Leaf Play Studio property shall result in Private Party Renter to be charged an additional \$250.00 non refundable cleaning fee.
- Any additional damage to the Little Leaf Play Studio premises, the Party Space or other Little Leaf Play Studio contents or property created or done by the Private Party Renter or any of its party guests (children and adults included) shall be charged to the Private Party Renter accordingly.
- Little Leaf Play Studio cleans and sanitizes its toys, property, Party Space, premises and other property (including bathrooms) on a consistent basis. Private Party Renter and all party guests must ensure that they dispose of all waste materials such as diapers, paper towels and trash in the correct receptacles provided by Little Leaf Play Studio.

#### **6) Outside Food, Vendors, & Entertainment**

- Outside Food is allowed for all private parties. While Little Leaf Play Studio does not claim to be a peanut-free facility, we do ask that guests refrain from bringing foods containing peanuts.
- Outside vendors & entertainment are allowed in the space with advanced notice & approval by Little Leaf Play Studio via the pre-party questionnaire. **Entertainment involving paint, glitter, and/or animals are not allowed. We do not allow bounce**

## **houses or live music.**

- All outside businesses must provide proof of appropriate general liability insurance to Little Leaf Play Studio 1 week prior to scheduled party time.

## **7) Personal Property, Safety, & Conduct**

- Little Leaf Play Studio, its agents and employees are not responsible for the Private Party Renter or any of its Party Guests personal property. It is the sole responsibility of each person entering into the facility to be responsible for all possessions and belongings unless pre-arranged with Little Leaf Play Studio and/or its staff. Under no circumstances shall Little Leaf Play Studio, its agents or employees, take responsibility for any lost, stolen, missing or damaged personal property or otherwise.

- Private Party Renter and the parents of the party guests (invited or otherwise) are completely responsible for the well-being and behavior of their minor child while on the Little Leaf Play Studio premises, the Party Space or other Little Leaf Play Studio property.

- Little Leaf Play Studio reserves the right to ask any child or adult during the Private Party found to be destructive and/or abusive to any other guests (whether party guests or not), to immediately leave the Little Leaf Play Studio property.

## **8) Indemnification**

- The Private Party Renter agrees to hold harmless and indemnify Little Leaf Play Studio, its officers, directors, employees, and agents (collectively, the "indemnified Parties"), from and against any and all losses, costs, expenses, including but not limited to, reasonable attorneys' fees, claims, actions, demands, damages incurred by or asserted against the indemnified Parties by reason of the acts, omissions or negligence of the Client, its guests, employees, agents or independent contractors, arising out of or in any way connected with the Private Party Renter's event (Private Party), except when directly caused by the gross negligence or willful misconduct of the Indemnified Parties.

## **9) Default**

- Failure by the Private Party Renter to pay Little Leaf Play Studio all amounts due shall constitute a default by the Private Party Renter. Upon a default by the Private Party Renter, Little Leaf Play Studio, at its sole discretion, may (I) terminate this contract and retain all amounts paid to Little Leaf Play Studio as liquidated damages, or (II) enforce the terms of this contract through any and all remedies that it has as defined in this contract. In no event of default shall Little Leaf Play Studio be liable to the Private Party Renter for any amount in excess of amounts paid to Little Leaf Play Studio. Said payment constitutes the Private Party Renter's sole and exclusive remedy and the Private Party Renter hereby relinquishes any and all causes of action, which the Client otherwise have in law or in equity as defined in this Contract.

## **10) Applicable Law and Construction**

- The laws of the State of Georgia shall govern the validity, performance and enforcement of this contract

## **11) Arbitration**

- By executing this agreement, Little Leaf Play Studio and the Private Party Renter agree that any dispute or claim arising under or with respect to this Agreement will be resolved by Arbitration in Woodstock, Georgia before an arbitrator chosen by agreement of the Parties.

Each party shall equally bear any costs associated with arbitration. The award shall be final and binding upon the parties. Any award may be entered as a judgment or order in any court of competent jurisdiction.

**12) Force Majeure**

- Neither Little Leaf Play Studio nor Private Party Renter shall be liable or responsible for any delays or cancellations of the Private Party due to strikes, lockouts, casualties, acts of God, war, governmental regulation or control or other causes beyond the reasonable control of the Little Leaf Play Studio or Private Party Renter.

The undersigned has read and understands the aforementioned Private Party/ Event Space Rental Agreement and Regulations and agrees to abide by and be bound by such agreements and regulations.

Private Party Renter:

Name: (Please Print) \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_