

Private Party Space Rental Agreement, and Regulations for
COOK LA School, LLC 10938 Ventura Blvd, Studio City, CA 91604
Date of Event:

All private party renters and their guests must comply with all of the policies and procedures of Cook LA School, LLC, as set forth herein and all other expressed policies and procedures. The policies and procedures, and agreement may be amended at Cook LA's sole discretion.

1. Any rental of the space for a private party/event must leave a non-refundable deposit of 50% to securely hold the desired date and the final balance must be paid in full a day before the event. If the party goes over the scheduled rental time, the client will be charged an additional time at \$50.00 per half hour without pro-ration.

2. Gratuity. An 18% gratuity will be automatically added to the total of the party or event. Any additional gratuity is appreciated.

3. Damage and cleaning. Any excessive damage done to Cook LA's facility or property shall be billed to the client for either replacement or repair.

a. Any excessive mess (at the determination of the staff) done by children or adults resulting in extra cleaning of Cook LA and its property shall be charged an additional cleaning fee of \$150.00.

b. Any additional damage to the facility and its contents/property shall be charged accordingly.

c. While the Cook LA cleans and sanitizes its property, and bathrooms on a daily basis all guest must insure that they dispose of waste materials such as diapers, paper towels and, trash in the correct receptacles provided by Cook LA.

4. Personal Property. Cook LA is not responsible for the clients or their guest's personal property. It is the sole responsibility of each person entering the facility to be responsible for all belongings unless otherwise pre-arranged and/or its staff. Under no circumstances will Cook LA take responsibility for any lost, missing or stolen property personal or otherwise.

5. Safety. Parents of children of the invited guest are completely responsible for the well being and behavior of their minors while on the premises of Cook LA. **Cook LA is not a nut free or gluten free environment.** Please let us know about any food allergies a week prior to the event. WE MAY NOT BE ABLE TO ACCOMMODATE ALL ALLERGY REQUESTS.

Additional pricing will be charged for all custom requests.

- Please be considerate to the other students in the class/birthday event. Do not send your child to class if they are sick.

6. Conduct. If any child or adult during the duration of the party is found to be destructive and/or abusive to the facility, they will be asked to leave the premises.

7. Non-refundable Deposits and Cancellation Policy. All deposits are non-refundable. No date for the event will be secured until we receive your non-refundable deposit to hold the date. Once a deposit is received, and you need to cancel the event thereafter for any reason, your deposit is forfeited.

8. Rescheduling Fees- Depending on availability we are happy to reschedule your event under the following terms and conditions:

- a) If rescheduled prior to seven days before the event date renter/party pays no fees.
- b) If rescheduled six days to one day before the event, renter or party must pay a \$500 rescheduling fee.

9. Indemnification. The Client will indemnify, defend (with legal counsel reasonably acceptable to COOK LA School, LLC) and hold COOK LA School, LLC, its directors, officers, agents, lawyers and employees harmless from and against any and all demands, obligations, judgments, suits, losses, damages, liabilities, claims, fees, costs and expenses of any kind (collectively "Claims") (including reasonable attorneys' fees whether or not a suit is filed) suffered or incurred by or threatened or alleged against COOK LA School, LLC as a result of the acts contemplated herein.

Arbitration: Any dispute or Claim arising under or with respect to the Agreement will be resolved by binding arbitration in Los Angeles, California and shall be administered by, and pursuant to, the Commercial Arbitration Rules of the American Arbitration Association before a single neutral arbitrator. Only direct damages may be awarded. No indirect, consequential or punitive damages, lost profits or attorneys fees may be awarded. The award shall be final and binding upon the parties. Any award may be entered as a judgment or order in any court competent jurisdiction.

10. Miscellaneous

- A non-refundable deposit is due to reserve the date and time for your event. Checks and cash are accepted only. Should you need to change the date of your event, we will do our best to accommodate, however depending on the time the notice is given, a second deposit may be required.
- Registration details and a signed waiver must be completed by the start of the event.
- Your balance is due in full a day before the event date.
- "Drop off" events/classes are just that. Two parents/guardians are allowed for "drop off" events only. If necessary, our patio area is for rent to accommodate additional adults. 1-2 adults per child to stay in the designated area.
- Cook LA reserves the right to cancel or modify an event for any reason. If this occurs, individuals will be contacted and depending on the circumstances a refund may or may not be issued.

These policies shall be governed by and construed in accordance with the laws of the State of California.

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

Name (Please Print)

_____ Date: _____
Signature

_____ Date: _____
COOK LA School, LLC