

**CHEROKEE COUNTY CIVIC CULTURAL CENTER**  
**The Thompson House**  
**WEDDING RENTAL AGREEMENT**

The charge for renting The Thompson House for a wedding and/or reception is 300.00. A representative of The Thompson House is required to be present at all times during the event. If access is needed prior to the day of the event the fee is \$50.00 for up to four hours of usage. In addition to the rental fee a cleaning/damage deposit of \$150.00 is required. This cleaning/damage deposit is refundable if the house and premises are returned to the pre-event cleanliness and there is no damage to the site. If other arrangements for cleaning are requested, these arrangements may be discussed with The Thompson House representative at the time this agreement is signed. Cancelation notification must be given two weeks prior to the event in order to receive a refund on the deposit.

Initials: \_\_\_\_\_

**The Thompson House will be reserved for an event when all fees have been paid.**

When scheduling a wedding/reception please discuss with the House representative the number of guests you expect. If music electronic equipment is to be used, please discuss this need with the House representative.

**HOUSE RULES:**

Renters may provide their own dishes, flatware and linens or the House dishes and flatware maybe used for a fee of \$25.00. Smoking or the use of tobacco products is not allowed anywhere on the property. Nails, staples, tape or glue may NOT be applied to the interior or exterior of the House or furniture. No candles may be used except by arrangement with the House representative. Renters may serve wine with food or champagne for toasting. If additional alcoholic beverages are to be served there is a fee of \$100.00. (Note: This fee is also payable at the time the rental agreement is signed). The furniture may not be rearranged unless approved by the House representative.

A dumpster is located across Choctaw Street in the Reasor's Corporate Office parking lot. Parking lots are available south and west of the House and in the evenings and on weekends it is permissible to park in the Reasor's parking lot.

I have read the above rules and agree to abide by them. I understand that violation of the rules (by me or my guests) may be cause for immediate ejection from the House and its premises.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City and State: \_\_\_\_\_ Phone: \_\_\_\_\_

Fees Received: Amount \_\_\_\_\_ Date: \_\_\_\_\_ Check No.: \_\_\_\_\_

Event Date: \_\_\_\_\_ Beginning Time: \_\_\_\_\_ End Time: \_\_\_\_\_  
(Includes set up & Cleanup)

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

\_\_\_\_\_  
Renter

\_\_\_\_\_  
The Thompson House Representative