



Event Rental Policies and Pricing

#	Policy Name	Policy Description
1	Event Rental Pricing Policy	Applicant agrees that all pricing is good through July 2023. Applicant agrees to work with En Pointe's Event Planner, Jennifer Herring with Design by Stages for final pricing. m: (209) 402-0158 e: jennifer@designbystages.com https://www.facebook.com/DesignByStages/
2	Event Rental Pricing (Private Event: 150 Guests or less)	Applicant agrees to the following: Up to 8 hours of facility use 150 or less guests Total Rental fee: \$5,450 *\$275 per hour after 8 hours Pricing includes facility rental, tables, chairs, table set up and clean up fee, table decoration package (floor length tablecloths, table runners, linen napkins, charger plates, table centerpieces (non-floral), & tea light candles in glass votives.
3	Event Rental Pricing (Private Event: 151-200 Guests)	Applicant agrees to the following: Up to 8 hours of facility use 151-200 Guests Total Rental fee: \$5,850 *\$275 per hour after 8 hours Pricing includes facility rental, tables, chairs, table set up and clean up fee, table decoration package (floor length tablecloths, table runners, linen napkins, charger plates, table centerpieces (non-floral), & tea light candles in glass votives.
4	Event Rental Pricing (Private Event: 201-250 Guests)	Applicant agrees to the following: Up to 8 hours of facility use 201-250 Guests Total Rental fee: \$6,250 *\$275 per hour after 8 hours Pricing includes facility rental, tables, chairs, table set up and clean up fee, table decoration package (floor length tablecloths, table runners, linen napkins, charger plates, table centerpieces (non-floral), & tea light candles in glass votives.
5	Event Rental Pricing (Private Event: 251-300 Guests)	Applicant agrees to the following: Up to 8 hours of facility use 251-300 Guests Total Rental fee: \$6,650 *\$275 per hour after 8 hours Pricing includes facility rental, tables, chairs, table set up and clean up fee, table decoration package (floor length tablecloths, table runners, linen napkins, charger plates, table centerpieces (non-floral), & tea light candles in glass votives.



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6	Event Rental Pricing (Weddings)	<p>Applicant agrees to the following: Up to 8 hours of facility use Rental fee: \$6,900 *\$375 per hour after 8 hours Pricing includes facility rental, tables, chairs, table set up and clean up fee, table decoration package (floor length tablecloths, table runners, linen napkins, charger plates, table centerpieces (non-floral), & tea light candles in glass votives.</p>
7	Event Rental Pricing (Non-Profit Meeting)	<p>Applicant agrees to the following: Up to 6 hours of facility use 100 or Less Guests Total Rental fee: \$1,350 *\$100 per hour after 8 hours Pricing includes facility rental</p>
8	Event Rental Pricing (Non-Profit Fundraisers)	<p>Applicant agrees to the following: Up to 8 hours of facility use 100 or Less Guests Total Rental fee: \$1,600 *\$100 per hour after 8 hours Pricing includes facility rental</p>
9	Event Rental Pricing (General Private Meeting: Up to 2 Hrs.)	<p>Applicant agrees to the following: Up to 2 hours of facility use 100 or Less Guests Total Rental fee: \$800 *\$75 per hour after 2 hours Pricing includes facility rental</p>
10	Additions to Elevate Your Event (Optional Only)	<p>Applicant agrees to the following: Ceiling Balloon Installation - \$1,500 (includes over 1,200 balloons suspended from the ceiling customized to fit your event style or theme. The ultimate WOW factor) Dessert Bar Set Up - \$450 (includes variety of designer cake platter, cupcake tiers, dessert platters, signs, and decor to match your event style or theme (desserts not included) Photo Wall Backdrop - \$650 (includes balloon garlands, 10' photo backdrop with stands, & decorations to match your event or theme.) *Not a photo booth. Guests take photos using their phones to capture memories. Specialty Tables - Starting Price \$750 (Includes head table/sweetheart table/birthday child table. Includes a unique customized table and backdrop for the guest of honor)</p>
11	Rental Deposit Policy	<p>Applicant agrees to pay \$500 to hold the date. Full payment is due one month prior to date of event.</p>



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12	Alcohol and Drug Policy	Applicant agrees to no illegal drugs or hard alcohol permitted to be sold or served in or around facility grounds. Applicant further agrees to waive all liability, claim, or cause of action or any claim arising from any given situation including any outcomes resulting from alcohol usage and from opening lawsuit against En Pointe Dance Studio, LLC. and Pinnacle Ridge, LLC. in the event of damage or loss.
13	Music Policy	Applicant agrees, to be good neighbors, music must be off by 10pm.
14	Clean Up Policy	Applicant agrees to clean up by 10pm. (3) black garbage bags are permitted to be thrown away by En Pointe. Please leave in designated area by roll up door by stairs. The Applicant must take all other garbage.
15	Open Flames Policy	Applicant agrees to no open flames in or around the facility.
16	Artificial Flower Petals or Plastic Confetti Policy	Applicant agrees to no artificial flower petals or plastic confetti.
17	Walls and Floors Policy	Applicant agrees to no staples, nails, thumbtacks, command strips, or stickers on walls or floors. Applicant agrees to no damage to mirrors, floors, or other equipment used by En Pointe Dance Studio, LLC.
18	Water Source Policy	Applicant agrees to not turn off any water source including spigots, hoses, or drip systems. Please ask for assistance if/when water issues arise.
19	Children Policy	Applicant agrees that all children are to be supervised by an adult.
20	Lobby and Conference Room Area Policy	Applicant agrees to no access to lobby or conference room area.
21	No Smoking Policy	Applicant agrees to no smoking in the facility.
22	Loft Stairs and Area Policy	Applicant agrees to no access to loft stairs and area.
23	Land Behind Building Facility Policy	Applicant agrees to no access to land behind building facility unless permitted to do so (consult with Event Planner).
24	Parking Policy	Applicant agrees to no street parking. Only paved parking is permitted.
25	Personal Belongings Policy	Applicant agrees to collect all personal belongings before leaving the premises.
26	Security Policy	Applicant agrees to hire security to be on-site during private events (consult with Event Planner).
27	Preferred Vendor List	Applicant agrees to only use En Pointe's exclusive list of vendors. If vendor is not listed, vendor must be vetted by the



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		Owner of En Pointe Dance Studio, LLC. and/or Event Planner (consult with Event Planner).
28	Liability Insurance Policy (Required)	Applicant agrees to provide (for the day of the event) \$1 million liability policy, \$1 million property damage coverage, and alcohol coverage. Coverage must list En Pointe Dance Studio, Hazel Maglasang, and Pinnacle Ridge, LLC. as CERTIFICATE HOLDER along with our address: 17400 Bethany Rd. Tracy, CA, 95391
29	On-Site Manager Policy	Applicant agrees to En Pointe's On-Site Event Manager to be present during your event.
30	General and /or Emergency Contact Information	Applicant agrees to contact Event Planner, Jennifer Herring, in the event of an emergency or for general questions. m: (209) 402-0158 e: jennifer@designbystages.com https://www.facebook.com/DesignByStages/
31	Dance Studio Policy	Applicant agrees and understands that 17400 Bethany Rd. Tracy, CA, 95391 is foremost a dance studio and home to many dance students of our community. Condition of facility must be returned as it was given prior to event rental.