

*Renting Historic Cavitt Place
614 North Poplar Street, Paris, Tennessee, 38242
Mailing: Box 822, Paris, TN. 38242
731-642-1030 / director@phchc.com
Special Event Rental Terms and Agreement Contract*

CAVITT PLACE: This historical and elegant mansion is without match in all of West Tennessee. Authentic and original in every way, the mansion was built for entertaining. It is our pleasure to offer to the community at affordable rates so that all may enjoy. Cavitt Place comes with a rich history since its beginnings, and continues so to make history with each day. Staging your event here, you will be making a little history of your own!

WEDDING OCCASIONS:

Wedding, Rehearsal Dinner, Reception 500.00 each event; two of your events with us take 100.00 off

****There is no charge for the rehearsal or for pictures that can be made at any time when you hold your event here. Hold two of your events with us and we will deduct 100.00.***

All OTHER OCCASIONS: birthdays, showers, retirement parties etcetera

Priced at 175.00-575.00 depending on set up amenities included and number of attendees.

**Event prep time of four hours is provided the day before upon request with additional hours at 25.00 per/hr. or 125.00 per day*

What to Know:

We can accommodate indoor seating for easily 60; and about 75 if need be; additionally using outdoor veranda for seating, up to 105. Tables, cloths and chairs are included to accommodate.

We provide the kitchen for staging food and for heating food but not for cooking. Renter may use their own cook crock pots. The home's refrigerator is sufficiently large and with ample counter space. We can provide additional amenities, planning and catering upon request.

***Special Note:** The dining room at Cavitt Place is with museum quality, and original to the house, dark burlled cherry Edwardian furniture. You are invited to use this room gently with respect to its age and elegance.*

***Clean Up:** Renter works with director (staff) to return house and grounds to the state in which found, everything in its place. The place swept, the garbage tied up and placed in the covered garbage can. Heavily soiled cloths removed and chairs removed to storage.*

***Protocol:** Whenever there is an event coming in, we will be looking for you, and on hand to help, as needed, required and to well serve your interest and our own. The house is special and we want to share it, show it off and show your event off. Use of the building is with this in mind, respect for its age and grandeur and that of its artifacts on display. We want to be here for generations to come, to use and to enjoy!*

***Special offer:** We thank you for your interest and your business. Please note that when you come back for your next event, remind us that you were here before, and we will take 10% off your price forever and always.*

***Thank you!** Opting to use Cavitt Place for your special occasion helps keep our doors open and with the ability to serve the community with programs that enrich lives for children and adults.*

Terms of Condition:

Deposit of \$250.00 is received with contract signing (WAIVED)

The deposit will be returned if nothing is amiss, no damage, and at the time all is returned to its normal state within the building and on the grounds.

Event Fee is tendered at the time the contract is signed and date reserved, and is held as security and returned the day of the event at close of event.

Deposit and fee will be returned when an event is canceled for unforeseen circumstances.

Any other cause for cancellation will be fairly considered, and returned or not at the discretion of the director.

Agreement:

The Heritage Center is not responsible for any property of the lessor (renter) or rental property procured by the lessor (renter) and the lessor is responsible for the Center's property while on the grounds.

Liability:

Alcohol is allowed, while noting that all are required to observe state and local regulations regarding the consumption of alcohol while on the premises. Renter must take all reasonable

Taking precautions to ensure the safety of all guests with regard to alcohol consumption... The Heritage Center reserves the right to refuse service to and evict from the premises any member of any party, who because of intoxication or other consideration, may be found to be creating a disturbance or threatening the peace, tranquility, or safety of guests or property. Renters are held responsible for the behavior of their guests, and any damage to the property caused by a guest will be held payable personally by the renter.

LESSOR & LESSEE AGREEMENT:

Lessee assumes responsibility for the welfare of all guests present at the preparation for leased event and at the event itself. Lessee acknowledges that (he, she, they) has had opportunity to inspect premises and accepts full responsibility for all guests as iterated above. Lessor acknowledges that it has informed the lessee of potential areas of danger, if any, and makes no warranty of safety beyond this full disclosure. Lessor and lessee signify by their signatures below that they have fully read and fully accept the terms outlined.

A Heritage Center representative will be available and on the premises during the event. The representative will apprise the renter of the condition of the facilities and grounds at opening and closing and of any extra charge for clean up if such is required it will be deducted from the damage deposit.

PARIS-HENRY COUNTY HERITAGE CENTER WILL BE RESPONSIBLE FOR: We will provide the building for the time indicated above. The building will be received presentable, well ordered and clean. Center's representative(s) will be helpful, knowledgeable and available when need be and when requested, as available.

STATEMENT OF AGREEMENT: "I have read all of the above conditions in this rental contract and will abide by the same; as set forth, or shall be liable for damage and, or loss of property."

Renter _____ date:

Received by: _Suzy Herron date: 5/22/2024

RENTAL CONTACT INFORMATION:

Renter: _____

Occasion: _____

Address: _____

Contact _____

__ Number: _____

City/State/Zip: _____

Date of Event:

Number Attending: