



VENUE RENTAL AGREEMENT

Revised 04.15.2022

ABOUT US

Champ's Event Center was established in 2019 as a social venue for our community to hold weddings, birthday parties, late night club events, and so much more!! All proceeds revert to the Lamont Ingram Developmental Organization (LIDO) for At-Risk Children. In addition to Champ's Event Center, LIDO owns and operates two halfway houses, a free boxing program for at-risk youth between the ages of 8 and 17 years old, and 15 temporary living units for people who are struggling and trying to get back on their feet.

Thank you for your business!! Your support keeps our programs in operation to help the disadvantaged members of our community.

CHAMP'S EVENT CENTER

VENUE	903 Hollywood Drive, Suite 11 Jackson, TN 38301
MAIN OFFICE	437 Riverside Drive Jackson, TN 38301
PHONE	(731) 736 – 1109
FAX	(731) 300 – 0259
EMAIL	secondchance731@gmail.com
WEBSITE	www.secondchance731.org



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AMENITIES

- Convenient location in the Hollywood Shopping Plaza
- 7500 square feet of space
- Elevated stage perfect for a DJ!
- Prominent VIP section for special guests!
- Ten (10) white, round 60-inch tables
- Four (4) white, rectangular banquet tables
- 100 white folding chairs
- Plentiful onsite parking spaces
- Sizable, spacious bathrooms
- Temperature controlled heating and cooling system
- Beverage Bar (Snack Bar & Alcohol Service by request)

OCCUPANCY RATES

- 375 Maximum Occupants (No Furnishings)
- 350 Maximum Occupants (w/ chairs only)
- 300 Maximum Occupants (w/ chairs and tables)
- 275 Maximum Occupants (w/ tables, chairs, & designated dance floor)

Occupancy rates subject to change without notice depending on local, state, or federal guidelines.





SETUP & CLEANUP

Ultimately, it is the responsibility of the Primary Contact or Event Coordinator to delegate authority for setup and cleanup duties. To dispose of trash, you may utilize the three (3) 33-gallon trash bins and the one (1) 55-gallon trash bin provided at the venue. Trash bags will be provided for the trash bins.

- If you choose a two-hour or four-hour block option, your event will be allotted an extra hour before for setup and an extra hour after for cleanup at no additional charge. Additional event or setup hours will cost \$75 per hour.
- All other options have setup/cleanup times built into the time schedule. Additional hours outside the event time schedule will be \$75 per hour



FOOD SERVICE

Champ's Event Center does not provide its own full catering service. We strongly recommend that any food brought to the Champ's Event Center should be prepared by a licensed and bonded catering service. Champ's Event Center is not responsible for the actions of the caterers, or any food prepared by the catering service or at home.

- Any home- prepared food brought to Champ's Event Center is solely the responsibility of the Primary Contact/Event Coordinator. A Hold Harmless Waiver must be signed if home-prepared food is being consumed at the event.
- If requested prior to the event, Champ's Event Center can provide small snack foods (e.g., chips, candy, pastries) to be sold at your event. All proceeds go to LIDO to support its mission to help the community.



FURNITURE

Champ's Event Center provides:

- Ten (10) tables (60 inch, white, round),
- Four (4) banquet tables (8 feet, white, rectangular),
- 100 chairs (white, plastic folding)

If you require additional tables and chairs, you may rent your own and bring to the venue.



SMOKING

Champ's Event Center is a smoke-free venue. Per City of Jackson Health Code, tobacco products (including, but not limited to, cigarettes, cigars, chewing tobacco, smokeless tobacco, and vaping products) are prohibited within 20 feet of the building.

SECURITY

Champ's Event Center is not responsible for injuries occurred inside the event center or in the parking lots during events. For an event open to the public, be advised that the Jackson Police Department has full authority to enter the event at any time. In addition, late night events (after 10:00 PM) are required to utilize security for the event. It is recommended that any event open to the public utilize security. Champ's Event Center reserves the right to require security at any event if deemed potentially dangerous. Champ's Event Center has an exclusive contract with **Delta Security**. No other outside security teams may be utilized during scheduled events. Security prices are determined by Delta Security, and additional charges may apply if extra security is requested by the Primary Contact or Event Coordinator or deemed necessary by Delta Security for the safety of all guests.



ALCOHOL SERVICE

Upon request, Champ's Event Center can provide alcohol service for your event. For a service fee of \$150, we provide the products listed below and licensed ABC bartenders to serve beer, wine, champagne, and spirits to be sold at your event. Special alcohol requests will have an additional surcharge. All proceeds revert to LIDO to support its ongoing mission to help the disadvantaged and homeless members of our community.



- The Primary Contact/Event Coordinator are responsible for monitoring the consumption of alcohol. Illegal and/or over consumption of alcohol will result in the termination of the event and no refund will be issued. **GUESTS ARE NOT ALLOWED TO BRING ANY ALCOHOLIC DRINKS INTO THE VENUE. NO EXCEPTIONS!**

Champ's Event Center - Wine, Beer, and Spirits Menu

Stella Rosa (Wine By the Glass)

Black		\$5
Red		\$5
French Vanilla		\$5
Honey Peach		\$5

Beer Selection (Bottles & Cans)

Budweiser	Bottle	\$5
Coors	Bottle	\$5
	Can	\$3
Miller Lite	Bottle	\$5
	Can	\$3
Corona	Bottle	\$6
Corona Premier	Bottle	\$7
Bud Light	Bottle	\$5
Michelob Ultra	Bottle	\$5
	Can	\$3
Modelo	Bottle	\$6
	Can	\$5

Sodas & Water

12 oz Soda	Can	\$1
<i>Coca-Cola, Diet Coke, Sprite, Dr. Pepper</i>		
12 oz Water	Bottle	\$1

Premium Brand Shots

Crown Royal	\$10
Crown Apple	\$10
Rum	\$10
Vodka	\$10
Gin	\$10
Jack Daniels	\$10
Tequila	\$10
Grey Goose	\$12
Patron	\$12
1800	\$12
Hennessey	\$12
Remy	\$12

Mixed Drinks

Liquid Marijuana	\$10
Walk Me Down	\$10
Sex on the Beach	\$10
Washington Apple	\$10
Vodka-N-Cranberry	\$10
Long Island Iced Tea	\$10



RESERVATION FEE

A one-time **NONREFUNDABLE** reservation fee will be required to reserve Champ's Event Center for a scheduled occasion. The reservation fee will be a minimum of 20% of the total contracted amount. Reservation fees will be applied to the total contracted amount. This amount must be paid thirty (30) days in advance of your scheduled event date. Furthermore, your selected date is not secured until the reservation fee is paid. It is recommended that the reservation fee be paid at time of signing the contract. If you cancel the event for any reason, the reservation fee will not be returned; rather, it will be donated to LIDO to support the ongoing efforts to support the disadvantaged and homeless members of our community.

Reservation fees may be paid in either cash, money order, or cashier's check. Money orders and cashier's checks should be made out to the Lamont Ingram Developmental Organization. **No personal checks will be accepted.** All transactions will be documented with a receipt. Reservation fees may be paid at the main office located at 437 Riverside Drive, Jackson, Tennessee 38301. If you need to pay online, call the main office at (731) 736 – 1109 to receive more information.

REGULAR PAYMENT SCHEDULE

- **Thirty (30) Days Prior to Event**
 - Venue Rental Agreement is completed and signed.
 - **NONREFUNDABLE** reservation fee is paid in full.
- **Two (2) Weeks Prior to Event**
 - Remaining balance on contract is paid in full
 - If full payment is not made at least two (2) weeks prior to event, your reservation may be cancelled, the date/time of the event may be given to the next available client.
- Cancellations or defaults on payments will result in Champ's Event Center and LIDO selling the reservation at a discounted rate to recoup some of the losses. The reservation fee will be applied to any outstanding cancellation costs, and any partial payments may also be applied toward those costs.



ACCELERATED PAYMENT SCHEDULE

- If you scheduled an event within thirty (30) days of the actual event date, a **NONREFUNDABLE** reservation fee of 50% of contracted costs must be paid when you sign the rental agreement. The remaining balance must be paid no less than one (1) week prior to the event. Failure to pay the remaining balance one (1) week prior to the event will result in cancellation of that event.
- If the scheduled event is less than two (2) weeks from its date, the full balance must be paid to reserve your date. No reservation fee is required since the balance is paid in full.

RENTAL OPTIONS & RATES

HOURLY BLOCK OPTIONS

TWO (2) HOUR BLOCK

- **COST:** \$250
- **DATE AVAILABILITY:** Any day before 8:00 PM
- **SETUP & CLEANUP TIMES:** One (1) hour before & after at no extra charge
- **ADDITIONAL HOURS:** \$100 per hour
- **SECURITY:** Additional charge if required.

FOUR (4) HOUR BLOCK

- **COST:** \$450
- **DATE AVAILABILITY:** Any day before 8:00 PM
- **SETUP & CLEANUP TIMES:** One (1) hour before & after at no extra charge
- **ADDITIONAL HOURS:** \$100 per hour
- **SECURITY:** Additional charge if required.



Champ's Event Center Venue Rental Agreement

WEEKDAY DAYTIME OPTION

- **COST:** \$700
- **DATE AVAILABILITY:** Monday – Thursday only
- **SETUP & CLEANUP TIMES:** Included
- **ADDITIONAL HOURS:** \$100 per hour
- **SECURITY:** Additional charge if required
- **TIME FRAME:** 8:00 AM – 3:00 PM

WEEKDAY EVENING OPTION

- **COST:** \$700
- **DATE AVAILABILITY:** Monday – Thursday only
- **SETUP & CLEANUP TIMES:** Included
- **ADDITIONAL HOURS:** \$100 per hour
- **SECURITY:** Additional charge if required
- **TIME FRAME:** 4:00 PM – 11:00 PM

WEEKDAY LATE NIGHT OPTION

- **COST:** \$1800
- **AVAILABILITY:** Monday – Thursday only
- **SETUP & CLEANUP TIMES:** Included
- **ADDITIONAL HOURS:** \$100 per hour
- **SECURITY:** Required for LATE NIGHT events (Additional charges may apply)
- **TIME FRAME** 7:00 PM – 3:00 AM



Champ's Event Center Venue Rental Agreement

WEEKEND DAYTIME OPTION

- **COST:** \$1500
- **AVAILABILITY:** Friday, Saturday, or Sunday
- **SETUP & CLEANUP TIMES:** Included
- **ADDITIONAL HOURS:** \$100 per hour
- **SECURITY:** Additional charge if required
- **TIME FRAME:** 8:00 AM – 3:00 PM

WEEKEND LATE NIGHT OPTION

- **COST:** \$2000
- **DATE AVAILABILITY:** Friday, Saturday, or Sunday
- **SETUP & CLEANUP TIMES:** Included
- **ADDITIONAL HOURS:** \$100 per hour
- **SECURITY:** Required for LATE NIGHT events (Additional charges may apply)
- **TIME FRAME** 7:00 PM – 3:00 AM

FULL DAY WEEKEND EXCLUSIVE

- **COST:** \$3000
- **AVAILABILITY:** Friday, Saturday, & Sunday
- **SETUP & CLEANUP TIMES:** Included
- **SECURITY:** Additional cost if required
- **TIME FRAME** 8:00 AM – 8:00 PM

SPECIAL NOTES:

- ✂ Any time required for setup or cleanup outside of the stated time frame will incur additional charges.
- ✂ Champ's Event Center will review the need for security at PUBLIC events. Additional charges may apply.
- ✂ Champ's Event Center requires security at late-night events lasting past 10:00 PM.



EVENT DETAILS

EVENT INFORMATION

<i>Description</i>	<i>Date(s)</i>	<i>Time</i>	<i>Est. Guests</i>
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PRIMARY CONTACT INFORMATION

<i>Name (Printed)</i>	<i>Street Address</i>
<i>Phone Number</i>	<i>Address (Suite, Apt # P.O. Box, etc...)</i>
<i>Email Address</i>	<i>City, State & Zipcode</i>

EVENT COORDINATOR (IF DIFFERENT THAN PRIMARY CONTACT)

<i>Name (Printed)</i>	<i>Street Address</i>
<i>Phone Number</i>	<i>Address (Suite, Apt # P.O. Box, etc...)</i>
<i>Email Address</i>	<i>City, State & Zipcode</i>

FOOD SERVICE CATERING SERVICE HOME PREPARED NO FOOD SERVICE

<i>Name of Catering Service</i>	<i>Phone Number</i>	<i>Email Address</i>
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BEVERAGE BAR YES SNACK BAR YES NO ALCOHOL SERVICE YES NO

All proceeds revert back to LIDO to support our commitment to our community.

VENUE RENTAL TOTALS

PAYMENT SCHEDULE	<input type="checkbox"/> REGULAR <input type="checkbox"/> ACCELERATED
TOTAL COST	_____
RESERVATION FEE	_____ TODAY'S DATE _____
RESERVATION FEE	<input type="checkbox"/> CASH <input type="checkbox"/> MONEY ORDER <input type="checkbox"/> CASHAPP
BALANCE REMAINING	_____ DUE DATE _____
BALANCE PAID BY	<input type="checkbox"/> CASH <input type="checkbox"/> MONEY ORDER <input type="checkbox"/> CASHAPP



TERMS OF AGREEMENT

This a legally binding agreement. It is intended to establish the expectations, responsibilities, and guidelines between _____ (**Primary Contact**) and LIDO for the use of the Champ's Event Center at 903 Hollywood Drive, Unit 11, Jackson, Tennessee 38301, for the following dates and times:

Date(s) of Event

Time of Event

By initialing the sections above and signing below, the Primary Contact agrees to abide by the terms and conditions set forth in this contract. In addition, the Primary Contact accepts the Total Event Cost and agrees to pay a **NONREFUNDABLE** reservation fee to secure the date and time and agrees to pay the remaining balance according to the related payment schedule. Furthermore, the Primary Contact understands and agrees that Champ's Event Center and LIDO are held harmless and are not responsible for the actions of the guests, both inside and outside, during the scheduled event.

Primary Contact also agrees that by signing this document it is done of his or her own free will, and absent threats, promises, fear, or coercion of any sort. Primary Contact enters this agreement with good faith to uphold the legal aspects included.

Please sign below to indicate your acceptance of these terms.

Primary Contact Printed Name

Primary Contact Signature

Date

LIDO President (or designee) Signature

Date