

VENUE RENTAL EXPECTATIONS & POLICIES- Sid & Patty Smith Event Center- Huntsville AL

Welcome

Thank you for choosing our venue for your special occasion. To ensure a safe, enjoyable, and well-organized experience for all guests, please review and follow the policies below. These expectations apply to every event held on our property.

1. Reservation & Payments

- A **\$100 security deposit** is required to reserve and hold your event date.
- All remaining balances must be **paid in full no later than 7 days prior** to your event.
- Failure to pay the balance on time may result in cancellation of your reservation.
- If the venue cancels your agreement for any reason deemed necessary, your deposit will be refunded in full.

2. Security Deposit

Your \$100 security deposit is refundable after the event if:

- No damages occur
- All rules are followed
- The venue is left clean and orderly

Any damages, rule violations, or incidents may result in partial or full forfeiture of the deposit.

3. No Alcohol Policy

This is a **strictly alcohol-free venue**.

- No alcohol of any kind is permitted on the premises.

- Violations may result in immediate cancellation of the event and removal from the property.

4. Smoke-Free Campus

Our venue is a **100% smoke-free campus**.

This includes:

- Cigarettes
- Cigars
- Vapes / e-cigarettes
- Any smoking devices

Smoking is **not allowed anywhere on the premises**, indoors or outdoors.

Violations may result in removal from the property and possible event cancellation.

5. Behavior & Conduct

We maintain a **zero-tolerance policy** for unsafe, disruptive, or disrespectful behavior.

- No incidents will be tolerated.
- Anyone violating rules may be **barred from the event** or **escorted off the premises**.
- The venue reserves the right to end any event immediately if safety or compliance becomes a concern.

6. Compliance With Venue Rules

All guests and event hosts must:

- Follow all posted rules
- Respect the property and staff
- Use the venue responsibly
- Ensure children are supervised at all times

Failure to comply may result in immediate removal or cancellation of the event.

7. Cancellation Policy

- If the renter cancels, the security deposit may be forfeited depending on timing.
- If the venue cancels for safety or policy reasons, the deposit will be refunded.

8. Agreement Acknowledgment

By reserving and using this venue, you acknowledge that you have read, understood, and agree to follow all policies listed in this document.