



Papa's Chicken and Ribs, LLC

Property Grounds Rental Contract

4727 Shepherdstown Road

Martinsburg, WV 25404

(304) 283-7348

Property Event Rental Form

Contact Information

- Event Booking Agent: _____
- Phone Number: _____
- Email Address: _____

Event Details

- Event Name: _____
- Event Date: _____
- Event Time: _____
- Estimated Number of Guests: _____

Select Your Event Rental Package

☐ Package A – Social & Private Events

Cost: \$400.00

Designed for groups of up to 150 people

(Company meetings, parties, social clubs, etc.)

Includes:

- Use of Lot (1) only
- Parking
- Stage (14' x 32') with electrical access
- Papa's food catering/carryout services (All additional food vendors must be approved by the owner — *No exceptions*)
- Outdoor food court (seating for 80 people)
- Porta John services (additional cleaning fee: \$65.00 per unit)
- Trash removal (*paper/plastic food disposal products and cans only*)

□ Package B – Special Events

Cost: \$850.00

Designed for groups of up to 250 people

(Family reunions, weddings, corporate functions, etc.)

Includes:

- Use of Lots (1 & 2)
- Parking
- Stage (14' x 32') with electrical access
- Papa's food catering/carryout services (*Additional food vendors must be approved by the owner — No exceptions*)
- Outdoor food court (seating for 80 people)
- Porta John services (additional cleaning fee: \$65.00 per unit)
- Trash removal (*paper/plastic food disposal products and cans only*)
- Games: Cornhole, horseshoes, archery, bow & arrow, etc.

□ Package C – Major Events

Cost: \$1,750.00 + 25% of ticket sales

Designed for groups of up to 499 people

(Concerts, conventions, political rallies, etc.)

Includes:

- Use of Lots (1 & 2)
- Parking
- Stage (14' x 32') with electrical access
- Papa's food catering/carryout services (*Additional food vendors must be approved by the owner — No exceptions*)
- Outdoor food court (seating for 80 people)
- Porta John services (additional cleaning fee: \$65.00 per unit)
- Trash removal (*paper/plastic food disposal products and cans only*)
- Games: Cornhole, horseshoes, archery, bow & arrow, etc.
- **Special Requirements:**
 - Must be a ticketed event
 - Security (*additional fee based on personnel required*)
 - Traffic control (*additional fee based on personnel required*)

☐ **Package D – Special Events**

Cost: \$250.00 + 10% of ticket sales or vendors' net sales

Designed for nonprofit, religious, or fundraising groups (up to 125 people)

Includes:

- Use of Lot (1)
 - Parking
 - Stage (14' x 32') with electrical access
 - Papa's food catering/carryout services (*Additional food vendors must be approved by the owner — No exceptions*)
 - Outdoor food court (seating for 80 people)
 - Porta John services (additional cleaning fee: \$65.00 per unit)
 - Trash removal (*paper/plastic food disposal products and cans only*)
-

Additional Rental Equipment (Check if Needed):

☐ PA System (includes 3 microphones, stands, and speakers) – \$65.00

☐ 12' x 20' Tents – \$55.00/day

☐ Podium – \$15.00/day

☐ Adult & Kid Games:

- (2) Cornhole sets – \$15.00/per hours
 - (2) Horseshoe lanes – \$15.00/per hours
 - (3) Axe Throwing & Archery boards – \$50.00/per hours (*must be 21+ to play*)
 - Kid Inflatable & Board Game Package – \$75.00/day
 - ☐ 24' Inflatable Movie Screen with Speakers & Projector – \$200.00
 - ☐ Generator/Inverter – \$60.00/day + market fuel charge
-

Special Requests or Notes

- Additional stage setup available (pricing based on requirements)
 - All extra rentals must be arranged through Papa's Chicken and Ribs, LLC (*via Jefferson Rental Company*)
 - Private restrooms/changing areas available for an additional charge
 - All special requests must be approved by ownership
 - DJ, photographer, and motivational dance host services are available upon request (rates vary)
-

Terms and Conditions

1. **Liability Insurance:** Required for all events (15) days prior to the event must be provided. (Insurance may be secured through Papa's or by the booking agent.) Papa's Chicken and Ribs, LLC is not liable for any injury, loss, or property damage.
2. **Booking & Payment:** A 50% deposit is due at signing. The remaining balance is due 30 days before the event. *If the event is within the (30) day period. Full payment is due upon signing of the contract.* Percentages from ticket sales or vendor revenue (when applicable) are due within 30 minutes prior to the event end. *No exceptions.*
3. **Cancellations:** Must be made at least 30 days before the event. Cancellations made within 30 days are subject to a 50% deposit forfeiture.
4. **Weather Policy:** In case of inclement weather, a one-day reschedule will be honored. No refunds will be given.
5. **Damage Liability:** The event booking agent is responsible for any damage caused by them or their guests.
6. **Percentage Charges:** A flat fee plus a percentage applies to Package C and D. These must be paid in full per this agreement.
7. **Outside Vendors:** Must pay a flat fee or a commission approved by Papa's Chicken and Ribs, LLC (unless included in Packages C & D).
8. **Clean-Up:** The venue must be returned in the same condition as it was provided. Additional cleaning fees may apply if left unclean.
9. **Setup Time Limits:** Rental includes up to 8 hours (including setup and teardown). A day is 8 hours. *No exceptions.*
10. **Overtime Fee:** \$25.00 will be charged for every 30 minutes over the allotted time. *No exceptions.*

By signing below, both parties agree to the terms and conditions outlined above.

Papa's Chicken and Ribs, LLC

Event Booking Agent & Date