360ISM STUDIOS
PUBLIC / TICKETED EVENT SPACE RENTAL AGREEMENT

360ism Studios & Event Center
1108 E. Main St., Suite 220
Richmond, Virginia 23219
804-404-5670

BOOKING SUMMARY

Renter / Event Organizer: Fogo Adeniyan, Secretary

Phone: _____

Email: asu2vcu@gmail.com

Business / Organization / Promoter Name: The African Student Union (ASU) at VCU

Venue: 360ism Studios & Event Center
1108 E. Main St., Suite 220, Richmond, Virginia 23219

Event Type: Public / Ticketed Event — Glow-in-the-Dark Party

Event Date: Saturday, November 7 – Sunday, November 8, 2026, 9:30 PM – 2:00 AM

Reserved Venue Time: 9:30 PM – 2:00 AM

Total Reserved Time: 4.5 hours

Rental Fee: $849.00

Expected Attendance: 150 guests

Approved Maximum Attendance: _____ guests, not to exceed the maximum occupancy approved by 360ism Studios, building management, fire/safety authorities, or applicable law.

Alcohol: PROHIBITED — THIS IS AN ALCOHOL-FREE EVENT

IMPORTANT

The $849.00 rental fee is a custom rate covering the approved venue rental period and use of the designated event areas unless a written addendum specifically states otherwise.

Security, event insurance, permits, licenses, parking, outside vendors, additional staffing, additional rentals, overtime, extraordinary cleaning, damage, and other third-party expenses are **not included** in the $849.00 rental fee unless specifically added in writing.

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1. PARTIES AND PURPOSE

This Public / Ticketed Event Space Rental Agreement (“Agreement”) is entered into between 360ism Studios (“Studio”) and **Fogo Adeniyan** on behalf of **The African Student Union (ASU) at VCU**, together with any business, promoter, organization, or entity identified above (“Renter”).

Studio grants Renter a temporary and limited license to use the approved interior areas of 360ism Studios for the event described in this Agreement.

This Agreement does not create a lease, tenancy, partnership, joint venture, employment relationship, agency relationship, or co-promoter relationship between Studio and Renter.

Renter is the organizer and responsible party for the event.

360ism Studios is providing the venue and any specifically contracted venue services only.

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2. PUBLIC / TICKETED EVENT STATUS

Studio acknowledges that this event has been disclosed and approved as a **public, ticketed event**.

Renter may advertise the event and sell admission to the event consistent with the event description approved by Studio.

Renter remains solely responsible for:

- Ticket sales;
- Ticketing platforms;
- Admission pricing;
- Ticket refunds;
- Chargebacks;
- Guest communications;
- Promotional claims;
- Applicable taxes;
- Performer or vendor compensation;
- Guest lists;
- Door admission procedures; and
- Compliance with applicable laws relating to promotion and ticket sales.

Nothing in this Agreement makes 360ism Studios the producer, promoter, sponsor, ticket seller, or financial partner of the event unless specifically agreed in a separate written contract.

Renter may not materially change the event concept after approval without Studio's written consent.

Examples of material changes include adding major performers, significantly increasing attendance, changing the event into a different type of nightlife event, introducing alcohol, changing the age restriction, or otherwise materially changing the risk or operating conditions of the event.

3. PAYMENT AND CONFIRMATION

The total venue rental fee is:

$849.00

Full cleared payment is required to hold and maintain the reservation.

No guest access will be permitted unless Studio has received:

1. Full payment;
2. This signed Agreement;
3. Required security confirmation;
4. Required insurance documentation unless specifically waived in writing by Studio; and
5. Any permits, licenses, approvals, or other documents required for the event.

Renter may not transfer, resell, assign, or sublicense this venue reservation to another promoter, individual, business, or organization without Studio's written approval.

The negotiated $849.00 rate applies solely to this event and does not establish pricing for future events.

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4. CANCELLATION AND NONREFUNDABLE RESERVATION

Because this reservation removes a specific late-night date and time from Studio's available inventory, payments are considered nonrefundable once the booking is confirmed except where Studio cancels without cause and cannot provide the contracted venue.

If Studio refuses entry, delays opening, reduces capacity, suspends, or terminates the event because Renter:

- Provided inaccurate information;
- Failed to provide required security;
- Failed to provide required insurance;
- Exceeded approved attendance;
- Introduced prohibited alcohol;
- Violated this Agreement;
- Violated applicable law;
- Created an unsafe condition;
- Misrepresented the event;
- Failed to control guests or vendors; or
- Failed to comply with Studio or building requirements,

the action will be treated as a Renter-caused cancellation or termination.

No refund, credit, or rescheduling obligation will apply.

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5. RESERVED TIME

The venue reservation begins:

Saturday, November 7th, 2026 at 9:30 PM

and ends:

Sunday, November 8th, 2026 at 2:00 AM

The reserved period includes **all event-related activity**, including:

- Vendor arrival;
- Load-in;
- Decorating;
- DJ setup;
- Performer setup;
- Sound checks;
- Security setup;
- Ticket/check-in preparation;
- Guest entry;
- Event operations;
- Performances;
- Breakdown;
- Vendor removal;
- Cleaning;
- Trash removal; and
- Final departure of Renter and all Renter Parties.

There is no automatic setup period before 9:30 PM.

Early entry requires prior written authorization from Studio.

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6. 2:00 AM HARD END TIME

At or before 2:00 AM, the event must conclude.

By the end of the reservation:

- Music and performances must stop;
- Ticket/admission operations must stop;
- All guests must begin immediate departure;
- Vendors must conclude operations;
- Equipment must be removed or secured as directed;
- Decorations and event materials must be removed;
- Trash must be collected;
- The venue must be returned to a broom-clean condition; and
- Renter and all members of Renter's party must leave the premises.

Renter is responsible for planning the event schedule so that cleanup and departure can be completed within the reserved period.

An advertised event ending time of 2:00 AM does not automatically grant additional cleanup or breakdown time after 2:00 AM.

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7. OVERTIME

Remaining in the venue beyond 2:00 AM requires Studio approval.

Unauthorized or approved overtime will be charged at:

$150.00 PER STARTED HOUR

with a **one-hour minimum**.

For example, remaining until 2:15 AM may result in a full $150 overtime charge.

Payment of an overtime charge does not create an automatic right to remain beyond the contracted reservation.

Studio may require the event to end immediately regardless of whether Renter is willing to pay overtime.

Building, noise, safety, and legal requirements always control.

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8. ATTENDANCE AND CAPACITY

Renter must provide Studio with an accurate expected attendance.

Attendance may never exceed the lowest of:

- The approved event maximum;
- Studio's established event limit;
- Building occupancy requirements;
- Fire-code limits;
- Security-based capacity restrictions; or
- A lower limit imposed by Studio or public authorities.

360ism Studios is designed to accommodate events of various sizes, but this Agreement does not automatically authorize a 200-person attendance simply because the venue may accommodate events up to that size.

The approved attendance for this event will be the number established by Studio based upon event configuration, security, building conditions, and safety requirements.

Studio and security may temporarily stop admission when the venue reaches approved capacity.

Selling more tickets than the venue's approved capacity does not obligate Studio to admit those ticket holders.

Renter is solely responsible for refunds or disputes resulting from overselling.

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9. RENTER RESPONSIBILITY FOR GUESTS AND VENDORS

Renter is responsible for every person admitted or present in connection with the event, including:

- Guests;
- Ticket holders;
- Invitees;
- DJs;
- Performers;
- Hosts;
- Vendors;
- Caterers;
- Photographers;
- Videographers;
- Promoters;
- Employees;
- Contractors;
- Assistants; and
- Other members of the event team.

Collectively these persons are referred to as “Renter Parties.”

Renter is responsible for their:

- Conduct;
- Compliance with venue rules;
- Safety compliance;
- Property damage;
- Cleaning issues;
- Noise;
- Unauthorized access; and
- Interaction with other building occupants and neighboring properties.

Studio may refuse admission or require removal of any individual.

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10. DCJS-LICENSED EVENT SECURITY — CONDITION OF ACCESS

Because this is a **public/ticketed event**, professional security is mandatory.

Renter must arrange and pay for event security through a business appropriately licensed by the **Virginia Department of Criminal Justice Services (DCJS)**.

Security is not included in the $849 rental fee unless a written addendum expressly states otherwise.

All assigned security personnel must possess the registrations, credentials, or authorization required under Virginia law for the duties they perform.

Studio may require proof of:

- Security company name;
- Current DCJS business licensing;
- Officer names;
- Officer assignments;
- Contact information; and
- Any applicable registration information.

Minimum Security Ratio

At least:

ONE DCJS-LICENSED SECURITY OFFICER FOR EVERY 30 EXPECTED OR ACTUAL GUESTS

rounded upward.

Examples:

- 1–30 guests = minimum 1 officer
- 31–60 guests = minimum 2 officers
- 61–90 guests = minimum 3 officers
- 91–120 guests = minimum 4 officers
- 121–150 guests = minimum 5 officers
- 151–180 guests = minimum 6 officers

Studio may require additional security based upon:

- Attendance;
- Event history;
- Performer profile;
- Crowd conditions;
- Age demographics;
- Security concerns;
- Attempted alcohol violations;
- Door operations; or
- Other reasonable risk factors.

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11. SECURITY COVERAGE WINDOW

Security must be present and prepared for duty **before guest admission begins**.

For this event, security should be ready no later than approximately **9:15 PM** and must remain through:

- Final guest departure;
- Venue clearing;
- Common-area clearing; and
- Exterior dispersal.

Security should remain through at least approximately 2:15 AM, or longer if guests remain on or around the property.

Security coverage extending beyond the venue rental period does not extend Renter's right to use the venue.

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12. SECURITY DUTIES

Security duties may include:

- Controlling admission;
- Monitoring the ticket/guest list;
- Preventing unauthorized re-entry;
- Maintaining approved capacity;
- Conducting reasonable bag, cooler, and container checks;
- Enforcing the alcohol-free policy;
- Monitoring exits;
- Keeping emergency routes clear;
- Preventing access to prohibited areas;
- Responding to disturbances;
- Removing unauthorized or disruptive persons;
- Preventing fighting;
- Monitoring hallways and common areas;
- Preventing stairwell, elevator, sidewalk, and neighboring-property loitering;
- Assisting with orderly closing and guest dispersal; and
- Contacting law enforcement, fire, EMS, or emergency services when appropriate.

Security must cooperate with Studio management.

Failure to provide required security is a material breach of this Agreement.

Studio may delay opening, reduce capacity, stop admission, suspend the event, or cancel the event without refund if required security is not present.

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13. ARMED SECURITY

Armed security is prohibited unless approved by Studio in writing before the event.

Any approved armed security company and individual officer must maintain all licenses, registrations, firearms endorsements, insurance, and other legal authority required by Virginia law.

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14. STRICTLY ALCOHOL-FREE EVENT

This event is approved as a:

100% ALCOHOL-FREE EVENT

No alcohol may be:

- Brought into the venue;
- Possessed;
- Stored;
- Displayed;
- Distributed;
- Shared;
- Served;
- Sold;
- Included with admission;
- Provided to performers;
- Provided in VIP areas;
- Provided by vendors; or
- Consumed anywhere on the premises.

This restriction applies to:

- Renter;
- Guests;
- Ticket holders;
- Vendors;
- Performers;
- DJs;
- Staff;
- Security;
- Contractors; and
- All other attendees.

The prohibition applies to the studio and associated building areas, including:

- Hallways;
- Elevators;
- Stairwells;

- Fire escape;
- Entrances;
- Common areas;
- Balcony;
- Rooftop; and
- Other areas associated with the event.

There is **no BYOB exception** for this event.

Alcohol may not be concealed in:

- Cups;
- Water bottles;
- Bags;
- Coolers;
- Vehicles being used to service the event;
- Vendor supplies; or
- Other containers.

Security and Studio personnel may refuse entry to any person attempting to bring alcohol into the property.

Any alcohol violation constitutes a material breach and may result in immediate event termination without refund.

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15. NO SMOKING, VAPING, HOOKAH, OR DRUG USE

Smoking is prohibited.

Vaping is prohibited.

Hookah use is prohibited.

Marijuana/cannabis smoking or vaping is prohibited.

Illegal drugs and illegal drug distribution are prohibited.

These restrictions apply throughout the Studio and applicable building common areas.

Renter will be responsible for extraordinary cleaning, odor remediation, fire response costs, building assessments, penalties, or damages caused by a violation.

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16. FIREARMS, WEAPONS, AND VIOLENCE

Except for specifically authorized on-duty security personnel, firearms and weapons are prohibited.

The following are prohibited:

- Fighting;
- Threats;
- Assault;
- Harassment;
- Brandishing weapons;
- Reckless behavior;
- Criminal activity; and
- Conduct that threatens the safety of guests, staff, building occupants, or property.

Studio may immediately terminate the event or contact law enforcement where appropriate.

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17. SAFETY AND FIRE CODE

All:

- Exits;
- Exit signs;
- Hallways;
- Stairways;
- Elevator access areas;
- Fire equipment;
- Electrical panels; and
- Emergency pathways

must remain unobstructed.

The following require prior written approval:

- Open flames;
- Candles;
- Incense;
- Fireworks;
- Sparklers;
- Pyrotechnics;
- Smoke devices;
- Fog or haze;
- Cooking flames;
- Grills;
- Fuels;
- Compressed gases;
- Hazardous materials; and
- Similar effects.

Studio may stop any activity believed to create an unreasonable safety or fire risk.

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18. RESTRICTED AREAS

Guests may not access:

- Rooftop;
- Balcony;
- Fire escape;
- Equipment storage areas;
- Staff-only spaces;
- Windowsills;
- Neighboring suites;
- Building mechanical areas; or
- Other restricted areas

without explicit Studio authorization.

Fire escapes are for emergency use only unless Studio has specifically authorized another use consistent with applicable building and safety requirements.

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19. SOUND, DJ, AND AMPLIFIED MUSIC

A DJ or amplified sound may be used only within the approved event area and subject to Studio and building requirements.

Speakers may not be placed in:

- Hallways;
- Elevators;
- Stairwells;
- Building entrances;
- Fire escapes;
- Rooftop areas;
- Outdoor areas; or
- Other common areas.

Studio retains final authority regarding acceptable volume.

Studio may require the DJ, performer, or sound operator to immediately reduce volume or stop amplified sound.

Failure to comply may result in termination of the event.

Doors should remain closed except when reasonably necessary for controlled guest entry or exit.

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20. GUEST DISPERSAL AND LOITERING

Renter and security are responsible for orderly departure.

Guests may not:

- Congregate in hallways;
- Block elevators;
- Gather in stairwells;
- Block entrances;
- Linger on the fire escape;
- Create disturbances outside;
- Litter;
- Block pedestrian or vehicle traffic; or
- Congregate on neighboring property.

Security must actively assist with clearing guests after the event.

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21. DECORATIONS

Decorations are permitted only in ways that do not damage Studio or building property.

Unless specifically approved, the following are prohibited:

- Nails;
- Screws;
- Staples;
- Wall punctures;
- Permanent adhesive;
- Paint;
- Glitter;
- Loose confetti;
- Loose feathers;
- Powder;
- Wax;
- Adhesives that leave residue; and
- Materials likely to scratch, stain, clog, or damage surfaces.

Studio-approved removable mounting methods may be used.

Renter is responsible for removal of all decorations.

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22. FURNITURE, SETS, AND EQUIPMENT

Studio furniture, production equipment, lighting equipment, themed sets, props, plants, artwork, and fixtures may be relocated or operated only with Studio permission.

Guests may not:

- Stand on furniture;

- Climb equipment;
- Use production equipment as party props;
- Move heavy sets without approval;
- Access lighting grids;
- Operate specialty equipment without authorization; or
- Remove Studio property.

Damage resulting from unauthorized use is the responsibility of Renter.

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23. FOOD AND NONALCOHOLIC BEVERAGES

Food and nonalcoholic beverages may be served in approved areas.

Renter must maintain food and beverage areas in a reasonably clean condition.

Renter is responsible for:

- Spills;
- Stains;
- Vendor cleanup;
- Food waste;
- Trash;
- Excessive debris; and
- Damage caused by catering or food service.

All food, supplies, decorations, and event materials must be removed by the end of the reservation.

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24. CLEANING

Ordinary venue turnover is included unless otherwise stated.

Renter must leave the venue in broom-clean condition.

Renter must:

- Collect trash;
- Bag event waste;
- Remove decorations;
- Remove food;
- Remove personal property;
- Remove vendor property; and
- Return approved areas to an orderly condition.

Extraordinary cleaning is not included.

Renter is responsible for actual costs associated with:

- Excessive trash;
- Trash hauling;
- Stain treatment;
- Odor removal;
- Bodily-fluid cleanup;
- Vomit cleanup;
- Restroom abuse;
- Pest treatment;
- Furniture restoration;
- Wall repair;
- Floor repair; and
- Similar extraordinary conditions.

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25. EVENT LIABILITY INSURANCE

Unless specifically waived by Studio in writing, Renter must provide a certificate of event general liability insurance covering the event.

Minimum coverage:

$1,000,000 PER OCCURRENCE

360ism Studios, its owner, and any property owner or building manager designated by Studio may be required to be listed as additional insured parties.

Accepting insurance documentation does not transfer Renter's responsibilities to Studio.

Waiver of proof of insurance does not waive Renter's legal or financial responsibility for the event.

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26. PERMITS AND LICENSES

Renter is responsible for determining and obtaining all permits, licenses, permissions, approvals, and registrations legally required for Renter's event activities.

Approval by 360ism Studios does not represent that no government permit or license is required.

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27. VENDORS, PERFORMERS, AND CONTRACTORS

Studio may require disclosure of participating vendors, including:

- Security companies;
- DJs;
- Performers;
- Caterers;
- Rental companies;
- Photographers;

- Videographers;
- Decorators;
- Promoters;
- Production vendors; and
- Other contractors.

Each vendor remains responsible for maintaining any licenses, registrations, permits, and insurance legally required for its services.

No agreement between Renter and an outside vendor creates any obligation for 360ism Studios unless Studio separately signs that agreement.

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28. DAMAGE AND ADDITIONAL CHARGES

Renter is financially responsible for damage caused by Renter Parties.

Studio may document the condition of the property before, during, and after the event.

Renter must promptly report:

- Property damage;
- Equipment damage;
- Significant spills;
- Injuries;
- Fights;
- Security incidents;
- Property loss; and
- Other significant incidents.

Renter is responsible for documented charges including:

- Overtime;
- Extraordinary cleaning;
- Repair;
- Replacement;
- Damage;
- Lost use;
- Building assessments;
- Missing property; and
- Other amounts due under this Agreement.

Any amount not collected through the original payment method will be invoiced and is due within five calendar days.

No refundable damage/security deposit is required unless separately agreed in writing.

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29. PERSONAL PROPERTY

360ism Studios is not responsible for lost, stolen, misplaced, or damaged:

- Phones;
- Bags;
- Clothing;
- Decorations;
- DJ equipment;
- Vendor equipment;
- Cameras;
- Vehicles;
- Food;
- Merchandise;
- Performer equipment; or
- Other personal property,

except to the extent liability cannot legally be excluded.

All Renter and vendor property must be removed by the end of the reservation unless Studio expressly approves another arrangement.

Property left behind may be treated as abandoned after reasonable notice.

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30. TICKET HOLDER AND CUSTOMER DISPUTES

Renter is solely responsible for disputes with ticket purchasers.

360ism Studios is not responsible for:

- Ticket refunds;
- Event cancellations caused by Renter;
- Ticket chargebacks;
- Performer cancellations;
- Schedule changes;
- Ticket-platform outages;
- Overselling;
- Promotional disputes;
- Guest dissatisfaction with Renter's programming; or
- Other promoter/customer disputes.

Renter shall not direct ticket holders to seek ticket refunds from 360ism Studios unless Studio itself processed those payments under a separate written arrangement.

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31. ASSUMPTION OF RISK

Renter acknowledges that public gatherings and nightlife events involve foreseeable risks, including:

- Slips and falls;
- Crowd behavior;
- Physical altercations;
- Equipment contact;
- Illness;
- Property damage;
- Acts of guests;
- Acts of performers;
- Acts of vendors; and
- Acts of third parties.

Renter accepts responsibility for operating the event in a reasonably safe manner and communicating applicable rules to Renter Parties.

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32. INDEMNIFICATION

To the fullest extent permitted by law, Renter agrees to defend, indemnify, and hold harmless 360ism Studios, its owner, property owner, property manager, employees, contractors, representatives, and agents from third-party claims, damages, fines, liabilities, penalties, and reasonable expenses arising from:

- The event;
- Renter Parties;
- Ticketing activities;
- Vendor activities;
- Renter's breach of this Agreement;
- Unauthorized alcohol;
- Property damage;
- Renter's negligent conduct;
- Renter's reckless conduct; or
- Renter's unlawful conduct,

except to the extent directly caused by an indemnified party's gross negligence or willful misconduct.

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33. LIMITATION OF LIABILITY

To the fullest extent permitted by law, Studio's aggregate liability arising from this venue booking will not exceed the amount actually paid to Studio under this Agreement.

Studio is not responsible for indirect, incidental, special, punitive, or consequential losses, including lost:

- Ticket revenue;
- Performer fees;
- Profits;
- Business opportunities;
- Advertising expenses; or
- Future business.

Studio is not responsible for interruptions caused by circumstances reasonably outside its control, including utility interruptions, internet outages, elevator issues, building conditions, public authorities, or acts of third parties.

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34. STUDIO AUTHORITY DURING EVENT

A Studio representative may remain on-site and may enter all Studio areas during the event.

Studio personnel may direct Renter, guests, vendors, DJs, performers, and security concerning:

- Safety;
- Sound;
- Capacity;
- Equipment;
- Restricted areas;
- Building access;
- Guest behavior;
- Alcohol;
- Smoking;
- Cleaning;
- Property protection; and
- Emergency conditions.

Renter and Renter Parties must comply with reasonable instructions from:

- Studio management;
- Building management;
- Event security;
- Police;
- Fire officials;
- EMS; and
- Government/regulatory authorities.

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35. IMMEDIATE EVENT TERMINATION

Studio may immediately suspend or terminate the event for:

- Missing required security;
- Overcrowding;
- Fighting;
- Weapons;
- Threats;
- Excessive noise;
- Alcohol possession or consumption;
- Smoking or vaping;
- Illegal drugs;
- Serious property damage;
- Unsafe activity;
- Illegal activity;
- Interference with building operations;
- Refusal to obey Studio instructions;
- Unauthorized access to restricted areas; or
- Any other material breach of this Agreement.

Renter must cooperate with security and Studio during any shutdown or evacuation.

No refund or credit is due when termination results from Renter or a Renter Party.

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36. EMERGENCY AND EVACUATION

In an emergency, Renter must immediately cooperate with Studio and security.

Guests must follow evacuation instructions.

Emergency exits and routes must remain clear.

Studio may stop the event without advance notice where reasonably necessary to protect people or property.

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37. FORCE MAJEURE

Neither party will be liable for failure or delay caused by circumstances beyond reasonable control, including:

- Severe weather;
- Fire;
- Utility failure;
- Government order;
- Emergency;
- Building closure;
- Transportation disruption; or
- Similar circumstances.

Where Studio cannot provide unused contracted venue time for reasons beyond reasonable control, Studio may, in its reasonable discretion:

- Reschedule;
- Issue a credit for unused Studio time; or
- Refund amounts attributable to services Studio could not provide.

This provision does not excuse payment for venue time or services already provided or damage already incurred.

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38. GOVERNING LAW

This Agreement is governed by the laws of the Commonwealth of Virginia.

Any legal proceeding arising from this Agreement must be brought in a court having jurisdiction in or over the City of Richmond, Virginia, unless applicable law requires otherwise.

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39. ENTIRE AGREEMENT

This Agreement and any written addendum accepted by both parties represent the agreement for this event.

Changes or waivers must be made in writing by Studio.

Promotional materials, advertisements, texts, emails, prior conversations, website descriptions, and prior quotes do not modify this Agreement where they conflict with the final signed event-specific terms.

The agreed $849.00 custom event rate stated in this Agreement controls over general or sample website pricing for this reservation.

If any provision is found unenforceable, it will be limited only to the extent necessary, and the remaining provisions will remain in effect.

Failure by Studio to enforce a provision on one occasion does not waive that provision in the future.

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40. ELECTRONIC SIGNATURES

Electronic signatures, scanned signatures, and signatures collected using an electronic signature system may be treated as originals.

This Agreement may be signed in counterparts.

Each person signing represents that:

- They are at least 18 years old;
- They have authority to enter this Agreement;

- They have authority to bind the organization identified with their signature, if applicable;
- They have read the Agreement; and
- They understand and accept its terms.

RENTER'S REQUIRED INITIALS

_____ **SECURITY**

I understand that this is a **public/ticketed event** and that DCJS-licensed security at a minimum ratio of one security officer per 30 guests, rounded upward, is a condition of event access and is not included in the $849 venue rental fee unless specifically added in writing.

_____ **PUBLIC EVENT / TICKETING**

I understand that I am responsible for ticketing, promotion, admission, refunds, chargebacks, guest communications, capacity management, and other promoter responsibilities associated with this public event.

_____ **ALCOHOL**

I understand this event is completely alcohol-free. There is **no BYOB exception**. Alcohol possession, service, sale, distribution, or consumption may result in immediate event termination without refund.

_____ **TIME / OVERTIME**

I understand that the complete venue reservation is 9:30 PM to 2:00 AM and includes setup, event operations, breakdown, cleaning, and departure.

I understand overtime is $150.00 per started hour, subject to Studio approval.

_____ **INSURANCE**

I understand that event general liability insurance with at least $1,000,000 per occurrence is required unless 360ism Studios specifically waives the requirement in writing.

_____ **GUESTS / DAMAGE**

I accept responsibility for my guests, ticket holders, vendors, performers, contractors, promoters, and other event participants and for damage, extraordinary cleaning, overtime, or additional charges caused by the event.

_____ **VENUE RULES**

I accept the no-smoking, no-vaping, no-drug, safety, sound, capacity, restricted-area, and property-care provisions of this Agreement and understand that serious violations may result in immediate termination without refund.

SIGNATURES

RENTER / EVENT ORGANIZER

Signature: _____

Printed Name: Fogo Adeniyan

Business / Organization: The African Student Union (ASU) at VCU

Phone: _____

Email: asu2vcu@gmail.com

Date / Time Signed: _____

360ISM STUDIOS

Signature: _____

Authorized Representative: Daring Leaderman

Title: Owner / Authorized Representative

Date / Time Signed: _____

BY SIGNING ABOVE, THE PARTIES ACKNOWLEDGE THAT THEY HAVE READ, UNDERSTOOD, AND AGREED TO THE TERMS OF THIS PUBLIC / TICKETED EVENT SPACE RENTAL AGREEMENT.