

# APPENDIX "C"

## THE IMPERIAL COURT OF KENTUCKY

P.O. Box 265  
Lexington, KY 40588

### EVENT SPACE AGREEMENT

The Imperial Court of Kentucky, Inc. is a 501(c)3 nonprofit organization with a special outreach to the LGBTQ+ Community of Kentucky. Founded in 1982 and based on the savants of manner of English royalty, the Imperial Court of Kentucky is a charter member of the International Court System with over 70 other courts across North America. The Court provides a social outlet and recognition to the LGBTQ+ Community and its supporters through various events, all while raising funds for local charitable causes. The Imperial Court of Kentucky enters into this Agreement with the Venue as outlined below:

Venue: \_\_\_\_\_

Address: \_\_\_\_\_

Venue Contact: \_\_\_\_\_

Venue Contact Phone: \_\_\_\_\_

Venue Contact Email: \_\_\_\_\_

Event Date: \_\_\_\_\_

Event Name: \_\_\_\_\_

Event Description: \_\_\_\_\_

\_\_\_\_\_

Venue Needs: \_\_\_\_\_

\_\_\_\_\_

Set-Up Time: \_\_\_\_\_ Event Start Time: \_\_\_\_\_ Approx. End Time: \_\_\_\_\_

Amount of Door Donation: \$ \_\_\_\_\_

Hours Door Donation will be Collected: \_\_\_\_\_

Event Host: **The Imperial Court of Kentucky**

Host Primary Contact: \_\_\_\_\_

Primary Contact Phone: \_\_\_\_\_

Primary Contact Email: \_\_\_\_\_

**USE OF VENUE:**

1. The Imperial Court of Kentucky shall have access and temporary use of the venue for the purpose of hosting a fundraiser at the date and time as outlined above.
2. The Owner of the venue agrees to allow the Imperial Court of Kentucky to use the venue free of charge.
3. The Imperial Court of Kentucky agrees to accept the venue space in it's "AS-IS" Condition and make an effort to leave the venue space in the same condition at the end of the event.
4. The Imperial Court of Kentucky will provide a member of the Board of Directors at the door of the venue for the purpose of collecting a door donation in the amount listed on Page 1 of this Agreement and during the time frame outlined on Page 1 of this Agreement (when applicable).
5. The Imperial Court of Kentucky will retain all proceeds as outlined in this Agreement.

**AUTHORIZATION:**

Both parties whose signatures appear below hereby warrant that they are fully authorized and entitled to enter into this agreement, and do so agree on the dates written below by affixing their signatures below:

\_\_\_\_\_  
Imperial Court of Kentucky Authorized Representatives Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Venue Authorized Representatives Signature

\_\_\_\_\_  
Date