HomeGrown VA Event Request Form

Primary Contact/Organization Name: _____

Phone Number: _____ Email: _____

Type of Event: ◯ Class ◯ Vendor Day ◉ Other _____

Event Date: _____ Start Time: _____ End Time: _____

Brief Description of the Event:

What area(s) are you looking to utilize (Check all that apply)

☐ Outdoor Garden Area ☐ **Inside**: ◯ Half Warehouse ◯ Whole Warehouse ◉ Entire Building

How many vendors will be setting up? _____ Anticipated attendance: _____

Will you be renting additional bathroom facilities (suggested for events over 100 people)? ◉ No ◯ Yes

Will you allow the consumption of Alcohol (you must obtain an ABC license and Insurance)? ◯ No ◯ Yes

Is the event weather dependent? ◉ No ◯ Yes If yes, potential backup date? _____

Utility Requirements for the event (ie electric, water, gas)?

Will you or vendors require the use any additional equipment (ie Tables, Chairs, Tents)?

Estimated needed setup time? _____

Estimated needed breakdown time? _____

Signature Date

Signing of this form does not guarantee the above event between HomeGrown Va llc and the signee. If the event does proceed the signee agrees to indemnify, defend, and hold harmless HomeGrown Va llc (and its employees/agents) from any and all claims, damages, losses, or expenses (including attorney fees) resulting from the use of the premises.

HomeGrown Va llc is not responsible for any personal injury, death, or loss of personal property of the Renter, guests, or contractors, regardless of cause.

The signee is solely responsible for any damage caused to the facility, furniture, or equipment, and must return the space in the same condition as received.

The signee must comply with all local, state, and federal laws, including smoking restrictions, and alcohol service regulations.

HomeGrown Va llc reserves the right to terminate the event immediately if the signee violates policies, engages in illegal activity, or poses a safety risk.