

**HELL HOLE INC**  
JAMESTOWN, S.C. 29453-0125  
[www.hellholeswampfest.com](http://www.hellholeswampfest.com)

Hell Hole Inc. is proud to provide Jamestown and the surrounding communities the use of our venue. We want your event to be the best possible and strive to ensure the facility is clean and organized.

**The building is rented AS IS.** No guarantees of cleanliness are provided. We make every effort to provide a clean facility, but it is used for multiple purposes.

**Guidelines for facility rental:**

- MUST BE 21 YEARS OF AGE TO RENT OUR FACILITY.
- RENTER WILL ASSUME ALL LEGAL LIABILITY FOR ANY UNDERAGE ATTENDEES THAT CONSUME ALCOHOL.
- IF YOUR EVENT CONSIST OF 150 OR MORE ATTENDEES THEN RENTER WILL BE REQUIRED TO PROVIDE PROOF OF AT LEAST ONE SECURITY OFFICER FOR CROWD CONTROL PURPOSES.
- **Business/commercial rentals are \$450.00 per day (12-hour increments), payable in full at time of reservation. This applies to individuals or businesses where monetary funds are solicited and or required from event attendees.**
- **Personal rentals are 300.00 per day** (12-hour increments). This applies to personal gatherings that do not require a fee to attend the event and is payable in two different options:
  - 1. You may choose to pay a \$50.00 deposit in person at the Town of Jamestown to secure your reservation and pay the remainder balance of \$250.00 at least one week prior to your scheduled event date.
  - 2. You can book online and pay the \$300.00 fee in full on our website at [www.hellholeswampfest.com](http://www.hellholeswampfest.com).
- Payments must be made in the form of a money order, cash, PayPal ([info@hellholeswampfest.com](mailto:info@hellholeswampfest.com))
- **NO personal checks.** Full rental payment is required one week prior to the rental date.
- **HEATING AND AIR IS FOR THE DAY OF THE EVENT ONLY! \$50 PER DAY ADDITIONAL CHARGE FOR NON-EVENT DAYS!**
- Cancellation and refund policy. Full refund will be issued if you cancel your reservation at least one week prior to your event, otherwise there will be \$50.00 deducted from your rental fee before refund will be issued.
- An email will be sent with a pin code to access the building the day before your event is scheduled to start.

**Facility Rules**

- All garbage cans including bathrooms must be emptied and trash removed from the facility. All debris, trash that has accumulated at the front of the facility must be collected and removed. Renter is responsible for providing their own trash bags. All items left behind by renters will be discarded within 24 hours event ending.
- All floors swept, to include main area. All spills must be mopped, restroom toilets cleaned, and kitchen wiped down, swept and mopped if necessary.
- All chairs and tables returned to the storage area.
- **USE OF STAPLES AND NAILS ON WALLS ARE STRICTLY PROHIBITED.**
- Renter is responsible for any additional paper products. (HHI will provide one roll of tissue per stall and one roll of hand towels per bathroom).

**Facility Equipment**

- **Chairs 155** metal chairs are located in the storage room on rolling carts. All chairs are inventoried prior to events and should be counted and returned to the storage area.
- **Tables 17** tables are available. These are to be returned to the storage room after use.
- **Lights:** Switches are located beside the main entrance door for the front section of the facility. The remainder of the lights are controlled by switches in the breaker panel located in the rear left of the facility. Breakers are marked identifying lights.
- **Stage:** Please do not allow children to play on the stage. This is a favorite area for children, unfortunately, it is also dangerous.
- **HVAC:** The HVAC system is operated by members of Hell Hole Inc. All controls are locked inside lock boxes. Please do not attempt to adjust temperature.
- **Kitchen:** Kitchen is stocked with a refrigerator, fully functional stove and two microwaves.

**HOLD HARMLESS CLAUSE**

The applicant hereby shall assume all risks, incident to or in connection with the rental and shall be solely responsible for damage or injury, of whatever kind or nature, to person or property, directly or indirectly arising out of or in connection with the use of this facility. We hope your event at the Steel Shed is an enjoyable one and that you keep us in mind for your next occasion. Hell Hole Inc. reserves the right to refuse rental to anyone that has mistreated our facility in the past. By the authorized signature below, I agree to the rules of the Hell Hole Inc. Steel Shed rental.

\_\_\_\_\_  
Renter Name

\_\_\_\_\_  
Renter Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Email Address

## Hell Hole Inc. Rental Clean-Up Checklist

---

The rental applicant is responsible for cleaning the building upon the conclusion of the event in accordance with the rules and regulations set forth in the Facility Rental Guide & Rental Contract.

You must be cleaned up and out of the facility by the designated time on your rental application. There should be **NO CLEAN-UP** required by HHI Staff after your event but if there is then you will be **charged an ADDITIONAL \$50.00 fee.**

---

### Rental Applicant Responsibilities:

#### POST EVENT CLEANING REQUIREMENTS

The client is responsible for **ALL** cleaning of the Steel Shed after your event.

REQUIRED FACILITY CLEANING AT CONCLUSION OF EVENT INCLUDES:

- **Empty all trash cans including bathroom receptacles used and remove from the premises. We do NOT have a trash receptacle on site so you will need to carry your trash to the recycle center.**
- Remove all decorations, garbage and/or other debris from the premises. Do NOT leave confetti on the floor.
- All leftover food removed and properly disposed of from refrigerators and freezer.
- Make sure ovens, burners, and heat unit all turned off.
- Clean all counters and tables with disinfectant spray and clean towel.
- Kitchen floor swept and mopped.
- All tables and chairs thoroughly wiped, cleaned, and properly put away in the storeroom.
- Trash and litter removed from floor in the building.
- **Make sure ALL lights, breakers and AC units are turned off before leaving.**
- Thank you for leaving the kitchen, bathroom, and main building in the condition that you found it.
- Please notify Hell Hole Inc staff of any problems or damage that you may have incurred during your event.

Usual and Customary Cleaning of the facility is included in your rental fee.

**Any additional cleaning needed by the Hell Hole staff as a result of your event, (i.e. removal of trash from the premises -inside or outside, removal of confetti on the floor, or removal of ANY food items left in the refrigerator) will result in an ADDITIONAL \$50.00 charge on top of the usual rental fee.**

### HHI Staff Responsibilities:

- Turn on AC/Heat units 12 hours prior to event starting
- Conduct a pre-event/post-event room inspection for cleanliness and damage
- Enforce rules and regulations
- Trash bags and cleaning supplies are not provided by HHI.
- Make sure bathroom tissue and hand napkins are refreshed as indicated in the facility rules section
- Conduct post event room inspection for cleanliness, table & chairs put away properly, and damage
- **Any damage, unreturned equipment, uncleaned areas, or additional time may result in denial of future rental use.**