



Event Application

Company Name: _____ Contact Name: _____

Address 1: _____ City/State/Zip: _____

Phone: _____ Fax: _____

Email: _____

EVENT INFORMATION

1. Event Name

2. Describe the activities of your event (attach additional sheet if necessary):

***Please note that Kimochi Body N Sole is in the primary business of Massage Therapy. Applicants that incorporate Massage Therapy into events are preferred. Events that are too far away from Kimochi Body N Soles' core business (massage, yoga, holistic lifestyle etc) may not be considered an appropriate fit.**

3. Proposed Dates and Times of your Event:

SET UP EVENT

TAKE DOWN

START DATE

START TIME

END DATE

END TIME

4. Estimated Event Attendance: _____

5. Areas & Fees

Entire Store _____ per hour

Breathe N Stretch Studio _____ per hour

Massage Studio _____ per hour

6. Deposit

A deposit of %50 is due up signing of event rental contract

7. Cleaning Fee

A non-refundable, non negotiable fee of \$50 is required for all applicants

8. Payment

Balance of Fees is due 48 hours before event, if balance not collected, Kimochi will return %50 of deposit

8. How do you plan to publicize this proposed event?

***PLEASE NOTE* All materials must be approved by Kim Yokely before printing or distribution.**

9. Do you plan on providing musical entertainment for this event? YES NO

If YES, please describe the set-up, equipment to be used (i.e. stage, sound system, lighting) and type of music.

10. Do you plan on providing other entertainment for this event? YES NO

If YES, please describe the type of entertainment and set-up requirements.

11. Is a registration, membership, ticket or admission fee required to attend/participate in your event? YES NO

If YES, please explain the type of fee, amount and purpose of the fee, collection method and security control.

12. **Catering:** Kimochi Body N Sole uses preferred caterers. This allows us to assure a high quality of food service for your event, and keeps in line with Kimochi ideals and philosophies.

Healthful Essence
Michelle McClain
678.886-0991

Private Chef & Catering
Delroy Christian
678.391.0236 fax
bdchristian@comcast.net

If an outside catering company is used, it must be approved by Kim Yokely and there will be a 10% surcharge on the final bill.

Catering Company: _____

Contact Name: _____

Phone: _____

13. Do you plan to serve beer, wine or liquor during this event?

YES NO

14. Parking is available in the Common Market parking lot on a first-come, first-served basis. Parking is for approximately 100 cars.

15. The Client shall be responsible for any damages (including property damages and/or personal injuries) suffered or incurred by Kimochi Body N Sole Sanctuary or any employee or staff member of Kimochi, arising out of or resulting from the acts or omissions of the Client or any guest of or outside contracted hired by the Client with respect to the Event. The Client further agrees to indemnify and hold harmless Kimochi, Kim Yokely, any entities affiliated therewith and their officers, directors and employees (the "Indemnities") from all actions, costs, claims, losses, expenses and/or damages, including attorney's fees, arising out of or resulting from the Client's use of the services and facilities of Kimochi unless the same are due to the negligence or willful misconduct of the Indemnities or any one or more of them.

16. Maintenance: Kimochi staff will maintain the restrooms and other facilities during the event, and the event rental space will be in clean condition upon the arrival of caterer and Client. Cleanup of foodstuffs, ice and other event-related refuse is the responsibility of the caterer and/or Client. If conditions are not satisfactory at the conclusion of the event, a clean-up fee will be billed to the Lessee.

17. Rental/ Audio/Visual Equipment: Kimochi does not own chairs, tables, linen, staging or catering equipment. We prefer that the client contract with the caterer for these items. If the client secures these items, we will ask that the client provide us a copy of the contract from those vendors 2 weeks prior to your event.

TLC Rents
640 14th Street Atlanta
404.873.0833

All Event Rentals
1744 Connally Drive, East Point
404.768.3463

18. Smoking: Smoking is not permitted anywhere in the buildings.

Submitting this application is not a confirmation to conduct your planned event. Confirmation, if granted, will be in the form of a **LICENSE AGREEMENT** issued to the organization or person responsible for conducting the event. **PLEASE DO NOT SEND OUT NOTICES, PUBLICITY, INVITATIONS, ETC.** prior to receiving and executing a license agreement.

As the applicant, I understand that failure to complete this form may result in the application being turned down.

PLEASE SIGN AND DATE BEFORE RETURNING THIS APPLICATION.

Signature of Applicant

Date
