



S H E M E R

a r t c e n t e r



E V E N T S & R E N T A L S

602.262.4727 | 5005 E Camelback Rd | Phoenix, AZ 85018 | shemerartcenter.org | info@shemerartcenter.org

Please call or visit our website for our business hours.

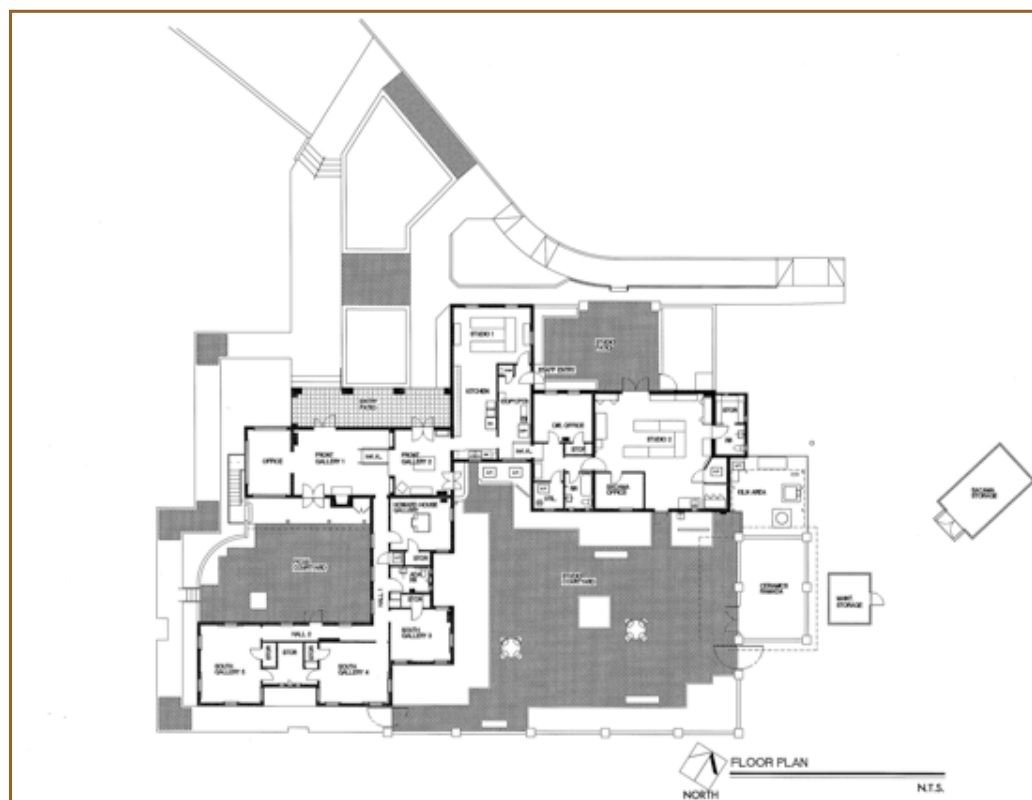
RENTAL RATES

WHETHER YOU ARE PLANNING AN INTIMATE CEREMONY OR ELEGANT RECEPTION, the Shemer Art Center is the ideal location for every occasion. We encourage you to tour the Shemer and discover the many venues available for a ceremony, cocktail hour reception, rehearsal dinner, anniversary or birthday party. We have also hosted Bar Mitzvahs, memorial services, corporate and non-profit meetings retreats, luncheons and holiday parties.

Capacity	100	200	300
Full Facility	\$2,000	\$2,500	\$3,500
Lawn & Garden Area	\$1,000	\$1,500	\$2,000
Studio Courtyard	\$750	\$1,500	N/A
Ficus Patio & Lobby	\$625	\$1,000	N/A

The above rates correspond to up to 10 hours to be determined by the User. Maximum facility capacity: 300.

Attachment A – Diagram of Rental Space



CATERING & RENTAL COMPANIES

The Shemer Art Center is happy to recommend our preferred caterers for your next event. Due to liability, all food must be supplied and prepared through one of these caterers. If you have a preferred caterer, permission must be given by the director. The User may not bring in any food or beverage at any time. The catering company that you select will need to be on site for the hours contracted by the Shemer or the duration of the event, which ever is applicable. To make catering arrangements for your event, you may contact any or all of the catering companies on our list. Please note: all tables, chairs and linens are rented through the caterer or outside vendor. In addition, a licensed food purveyor must supply items such as wedding or birthday cakes.

CATERERS:

CREATIVE HANDS CUISINE

Our name speaks for itself. Choose from many of our pre-designed menu selections or allow us to create a menu tailored to your specifications. We offer full service event planning and rentals, large or small, casual or elegant. Whether it be your wedding day, private party or corporate event, we provide impeccable service and cuisine prepared with the highest quality ingredients and presentation. Imagine the possibilities. Contact 602.628.1534 or at www.creativehandscuisine.com.

FABULOUS FOOD FINE CATERING AND EVENTS

Fabulous Food specializes in custom gourmet catering for social, corporate, convention, and wedding clientele. Since the company's founding in 1996, Fabulous Food quickly became one of Phoenix's premier caterers. Whether the event is a casual breakfast meeting, black tie fundraiser, holiday celebration or anything in between, Fabulous Food surpasses all expectations for fine cuisine, imaginative presentation and impeccable service. Establishing new trends in catering, but keeping the food the focal point of every presentation is an art form that Fabulous Food excels in. Visit our website www.fabulousfood.net or call 602.267.1818.

M CATERING BY MICHAEL'S

Master Chef of the Southwest, Michael DeMaria, brings his artistic creations to the Shemer Art Center. With our Chef-Driven concept, your guests will be treated to an unsurpassed fine dining experience. Michael's Catering offers a full range of services and experienced staff to handle every detail. M Catering by Michael's can be reached at: 602.200.5757. For more information, log on to www.mculinary.com.

SANTA BARBARA CATERING

At Santa Barbara Catering Company we offer full service event planning in addition to impeccably catered cuisine. Together, we can create a vision for your event and bring it to life. Whether you are looking for a casual picnic, an unforgettable gala or a birthday party, Santa Barbara Catering Company will provide inspired cuisine, memorable design and our professional catering service staff to assist you. Let us take care of all of your catering and event planning needs, while you sit back and enjoy your celebration! Please call 480.921.3150 or e-mail Events@santabarbaracatering.com For more information, please access www.santabarbaracatering.com.

AVENTURA CATERING

At Aventura we strive to provide you and your guests with innovative cuisine blending bold culinary artistry with diverse cultural influences.

Our Executive Chef delivers a dining experience enjoyed by all guests, and he does so while partnering with local and regional suppliers to further Aventura's ambitions toward sustainability and minimal environmental impact. Your Aventura Event Designer will work with you to create a truly memorable event with specialized design details sure to generate raves from your guests. Please call 602.534.8606.

VINCENT'S VAN GO

Vincent's Van Go was started in 2007 by Vincent Guerithault of Vincent on Camelback. It's a daily delivery service of wholesome salads and sandwiches to contracting businesses and/or organizations. In addition, they have Vincent's Van Go Pizza Catering where they bring out a wood-fired pizza oven directly to your space for birthday parties, graduations, or other celebrations. To book the pizza oven for your next event, please call our catering director, Amy Fox, at 602.244.0225. To place an order, please call 602.957.2326.

RENTAL COMPANIES

(We recommend coordinating rentals through your caterer):

CLASSIC PARTY RENTALS

Classic Party Rentals is proud to partner with the Shemer Art Center and will provide an expansive variety of special event rentals, from tent top to table top. Classic offers a deep inventory of tables, chairs, fine china, high-end flatware, specialty linens, tents, canopies and more. At Classic, event professionals provide event consultation and recommendations, detailed diagrams of the event layout, on-time delivery and pick-up, on-site staff and more. Contact: Erica Gallo at 602.763.7391 or email EGallo@classicpartyrentals.com.

AZ PARTY RENTALS

AZ Party Rentals is Arizona's best source to get everything you need for any party or event. Our selection of party rental items includes bounce houses, inflatable games, interactive games, rock walls, mechanical bulls, bungee trampolines, tents, tables, chairs & more. If you are planning a birthday party, company picnic, school or church carnival, promotional event, or other special occasion we will provide everything you need to make your event a success. Contact 480.206.1055.

PRO EM

PRO EM delivers quality rental items and excellent customer service to events of all sizes and scope—weddings, high profile cultural events, corporate meetings and social gatherings. Our company offers a complete portfolio of services including event management and consulting, valet, security guards, logistics, traffic control and other event personnel; as well as rental items, including tent structures, tables, linens, china, audio/visual and sound, fencing, generators, heating and cooling, fuel, ecology services, event retreats and restrooms and custom design and graphics capabilities. Contact: 480.507.0999 or www.proem.org.

SECURITY

CBI Security Services offers permanent contract security to clients and also provides security for special events. Contact: Jeff Runkle, Business Development Manager, at 602.788.2241 or email jeff@CBISecurity.com.

POLICIES & PROCEDURES

The Shemer Art Center's grounds, galleries and courtyards are available for use by groups, organizations, and businesses when the Shemer is closed to the public and/or when there is no conflicting Shemer activity. 50% of the facility rental fee along with the signed "Facility Agreement" will confirm the use of the facility. Your cooperation is needed in complying with the following regulations to ensure the success of your event and the security of the facilities and to protect the Shemer's art collection and/or exhibits.

SHEMER POLICIES

- The User shall only be entitled to use those portions of the Art Center designated in its agreement with the Shemer Arts Center & Museum Association (SACAMA). No indoor back-up facilities are available for outdoor events unless specifically provided in the written agreement with SACAMA.
- Behavior or activities that are offensive, abusive, illegal or which may result in the endangerment of Shemer guests, personnel, visitors, collections or facilities are expressly prohibited. Shemer Art Center personnel may request that individuals engaging in such behavior leave the Shemer's premises. Staff may terminate any event at any time, if, in their reasonable judgment, the event endangers the Shemer, its guests, personnel, visitors, collections or facilities. Shemer personnel shall strictly enforce the agreement and regulations. The User is responsible for the behavior of its guests, invitees and agents while they are at the Shemer.
- Smoking is prohibited on Shemer grounds. The Shemer is committed to providing a healthy, safe and comfortable environment for its visitors, staff and volunteers, as well as protecting its facilities and art collection from the dangers of smoke and fire damage. Violation of this policy will result in loss of partial or all of the security deposit if smoking or evidence of smoking is discovered before, during or after the event and clean up by Shemer staff is required.
- Shemer does not have an area for the storage of personal belongings or rental equipment. All deliveries of supplies or equipment must be made the same day of the event with advance notice of time of delivery. All rental items, décor, trash etc. must be removed from public areas immediately following the event and be picked up from the service yard that evening or by 9:00 a.m. the following day. Charges for unusual clean-up required after the event will be billed to the User.
- Shemer facilities will be available to Users only during the hours indicated in the agreement with Shemer. After a ½-hour grace period, an additional 50% surcharge per hour (based on the total facility rental charge) will be added to the fee for the use of the Shemer facilities.

INSURANCE AND LIABILITY

- A certificate of insurance from the User's insurance company naming the Shemer as an additional insured party must be provided to the Shemer at least two weeks prior to the event. The User must demonstrate public liability coverage of at least \$1,000,000. Such a certificate may be secured through your selected caterer.
- The User agrees to take the utmost care not to damage any of the facilities. The User will be responsible for all damages to buildings, equipment, fixtures, and furniture arising out of the use of the Shemer. In addition, Shemer will not be liable to the User, its guests, agents, performers, or employees for any loss or damage to personal property.

OTHER REGULATIONS

- The Shemer is rented "as is". Decoration must be approved in advance and shall be limited to table decorations or free standing decorative elements. Nothing may be placed or hung on walls, doors, or windows of the buildings. This includes the use of tapes or tacks in walls, floors, doors, door frames, or furniture. The fireplace in Lobby Gallery may not be used. No doorway may be locked or public corridor blocked in any way. Electrical

connections and special lighting must be approved in advance by the Shemer's Executive Director. Smoking is not permitted in any of the Shemer's galleries or patio areas.

- All costs of food, rentals (tables, chairs and linens), and additional items (florals, entertainment, centerpieces, etc.) are coordinated separately from the Shemer and are the responsibility of the user.
- Because of the Shemer's orchards and wildlife; confetti, bird seed and rice are prohibited. Bubbles and flower petals are acceptable.
- Cut flowers and live potted plants are acceptable. All plants and flowers must be delivered the day of the event and removed from the Shemer after the event.
- Table decorations that include candles must be enclosed in glass or ceramic holder. Candles are not allowed inside the Shemer galleries. Confetti may not be used for table décor.
- Musical amplification systems are volume levels for entertainment at private events must be approved in advance by Shemer. Other forms of entertainment and presentations must be reviewed by the Shemer in advance of the event. No amplified sounds after 9pm and no music after 11pm.
- Photos are permitted throughout the Shemer. However, courtesy to Shemer visitors must be observed by all photographers and clients at all times.
- A walk-through with all involved parties (User, Shemer representative, caterer, party planner, etc.) must be held no less than two weeks in advance of the event. Shemer reserves the right to approve all set ups; there will be a set-up sheet agreed to by the User and the Shemer. After the set-up has been completed the day of the event as per the set-up sheet, there will be no additional movement of furniture. The User will designate a representative who will be at the Shemer during the event and who will be available to answer questions and to assist Shemer personnel in enforcing these regulations.
- Ceremony rehearsals are allotted one hour the week of the wedding. Rehearsals are schedule on a first come, first serve basis at specific time slots. Rehearsal days and times are subject to change, based on Shemer availability.
- Although pets (dogs, cats, birds, etc) are not permitted in the Shemer, Service Animals are permitted. We require that Service Animals be kept on a leash at all times and must be picked up after with disposal in a trash can. Please feel free to inform your event manager if you are expecting service animals at your event, as this will help us inform Shemer staff, and reduce questioning of service animal status.
- The event and clean-up must be over by 11pm. No one is allowed on the property after 10pm.
- These regulations and any agreement between the User and Shemer may not be waived or modified unless such waiver or modification is in writing and duty executed by the Executive Director of SACAMA. Other personnel of Shemer have no authority to modify or waive any portions of these regulations or any agreement. In the event of unforeseen circumstances, SACAMA reserves the right to relocate the event to a comparable venue.
- Failure to insist upon strict compliance with any term, covenant, or condition of these regulations or any agreement between User and SACAMA shall not be deemed a waiver of such term, covenant or condition. In the event any breach of the agreement or in the event that any action is commenced to enforce any agreement between the User and SACAMA the prevailing party shall be entitled to cover its costs and expenses, including reasonable attorney's fees.

FACILITIES RENTAL AGREEMENT

This Facilities Rental Agreement ("Agreement"), is entered this ____ day of 20__ by and between Shemer Art Center and Museum Association, ("SACAMA") and _____ ("User").

WHEREAS, User seeks to hold an event at the Shemer Art Center ("Shemer") at 5005 E. Camelback Road, Phoenix, AZ and SACAMA seeks to accommodate User's event;

In consideration of the mutual covenants contained herein, the parties agree as follows:

EVENT:

SACAMA hereby grants User a revocable license for the temporary use of those portions of the Shemer building and grounds specified in Attachment A ("Facility") for the purpose of _____ ("Event") on _____, 20__ from _____ o'clock p.m. until _____ o'clock p.m. to include _____ number of guests.

FEE:

In exchange for use of the Shemer and subject to the terms and conditions set forth herein, User shall pay to SACAMA the sum of \$_____ ("Rental Fee"). User shall deposit \$_____ (50% of the Rental Fee) upon the execution of this Agreement; said amount shall be applied to the \$_____ Rental Fee upon completion of this Agreement, but in the event that the remaining terms are not fulfilled the deposit is nonrefundable. In other words, the initial deposit will serve as a security deposit upon reservation. SACAMA may retain any or all of the security deposit to cover:

- Any physical damage to any part of the Shemer as the result of the Event;
- Cost incurred for cleaning the Facility beyond normal wear and tear from use;
- Costs incurred from any default hereunder by the User. SACAMA reserves the right to collect any remaining balance not covered by the deposit.

If all concerns are satisfied, the deposit will be applied to the unpaid and remaining rental fees of for renting the facility. User shall not be entitled to interest on the deposit. SACAMA's rights with respect to the deposit shall be in addition to all other rights or remedies available in the event of a breach. User shall remit the remaining \$_____ fees no later than the time that User takes possession of the facility on the day of the Event. Funds remitted shall be in the form of cash or check made out to SACAMA.

CANCELLATION POLICY:

In the event of a cancellation more than 6 months in advance of the event, 100% of the initial deposit will be refunded to client. If a cancellation occurs fewer than 6 months in advance of the event, the Shemer will charge a cancellation fee of \$300. Deposits for events that are transferred (from one date to another) are transferable.

SHEMER AND EXHIBITS:

The Shemer Art Center has a wonderful Sculpture Garden featuring the works of several Arizona artists. This exhibit and temporary art is here to enhance the beauty of the Shemer and cannot be removed or relocated. If User has questions regarding their contracted space, please speak with the Executive Director.

FOOD AND BEVERAGE:

SACAMA has preapproved caterers for food and beverage service for events at Shemer. The list is available upon request from SACAMA. User acknowledges that all food and beverage service associated with the Event shall be obtained through a SACAMA approved vendor and that User shall be solely responsible for arrangements, delivery, contracting, and payment to the vendor. Regarding catering an Event, the User acknowledges and agrees it shall indemnify, hold harmless, and defend SACAMA from any claims, damages, or losses of any kind incurred in connection with the Event. The User shall ensure that all vendors are aware of and subject to the terms and conditions set form in this Agreement, and the policies, procedures and restrictions applicable to the Event.

MAXIMUM OCCUPANCY:

User acknowledges and shall be aware of the occupancy limits for the space identified in Attachment A and User shall ensure that at no time during the event will the occupancy exceed those limits.

MUSIC:

User may arrange for live music in conjunction with the Event as specified in Attachment B, subject to these limits: no amplified music after 9 o'clock pm and no music of any kind after 11 o'clock pm.

PARKING:

User acknowledges that parking at Shemer is limited to 55 spaces and agrees that for an Event User must obtain overflow parking and valet/ transportation services to access Shemer to and from off site parking for the guests in excess of 150. SACAMA agrees to assist User in identifying vendors for this purpose. User shall be solely responsible for contracting and payment of the vendor. Regarding the parking at the Event, the User acknowledges and agrees it shall indemnify, hold harmless, and defend SACAMA from any claims, damages, or losses of any kind incurred in connection with the Event. The User shall ensure that all vendors are aware of and subject to all terms and conditions set forth in the Agreement as well as the policies, procedures and restrictions that exist at the Facility.

Please cut along the dotted line and return to the Shemer Art Center | 5005 E Camelback Rd | Phoenix, AZ 85018

FACILITIES RENTAL AGREEMENT

POLICIES AND PROCEDURES:

User and User's vendors shall comply with all applicable SACAMA policies relating to the use of the Facility as provided in Attachment B and incorporated herein by reference. In addition, User is responsible for ensuring that all parties in its employ are aware of and comply with such policies. In the event that a third party violates a policy, User will be held responsible under the terms of this Agreement as if User was the actor.

"AS IS" CONDITION:

User agrees to accept the Facility in its "as-is" condition "with all faults". User agrees to return the Facility to SACAMA upon completion of the agreement in the same condition as it was in when User accepted it. In the event that any claims, damages, repairs or replacements are required as the result of User's occupancy, User agrees to reimburse SACAMA for such expense.

INTERFERENCE:

User shall use the Facility in a manner which shall not cause interference with the use of occupancy or quiet enjoyment of SACAMA or impose an additional expense upon or cause any unplanned or unscheduled maintenance by SACAMA as a result of such occupancy, beyond the reasonable use of utilities during its occupancy of the Facility as described in Attachment A.

CANCELLATION:

In the event that User seeks to cancel this Agreement for any reason, User shall notify SACAMA in writing. If such cancellation occurs 180 days prior to the Event the 50% deposit shall not forfeit. If User cancellation notice is given to SACAMA:

- between 179 and 61 days prior to the Event Date, User shall forfeit the deposit and reimburse SACAMA for any and all expenses incurred as a result of SACAMA's good faith preparation for User's Event;
- 60 days or less prior to the Event, User shall forfeit the deposit and pay the remaining portion of the Rental Fee and any expenses incurred by SACAMA.

ASSIGNMENT AND SUBLICENSING:

User shall not assign any interest in this Agreement or otherwise transfer or sublicense the Facility or any part thereof or permit the use of the Facility to any party.

INDEMNIFICATION:

User shall indemnify, defend and hold harmless SACAMA, its officers, agents and employees from and against any and all loss, costs (including attorneys' fees), damage, expense and liability (including statutory liability and liability under workers' compensation laws) in connection with claims, judgments, damages, penalties, fines, liabilities, losses, suits, administrative proceedings, arising out of any act, omission, or neglect by User, its agents, employees, contractors, User's invitees, representatives in, on or about the Facility. Prior to the Event User shall provide proof of insurance as required by the Policy and Procedures in Attachment B. This indemnity shall survive the termination of this Agreement. User hereby releases SACAMA from any and all liability or responsibility to User or anyone claiming through or under User by way of subrogation or otherwise for any loss or damage to equipment or property of User covered by any insurance then in force.

TERMINATION:

SACAMA may terminate this Agreement without notice upon any one or more of the following events:

- A. Failure of User to pay the required deposit or any other charges due hereunder when the same is due;
- B. User's failure to perform any of its covenants hereunder.

In any of the aforesaid events, and in addition to any and all rights and remedies available to SACAMA by law or in equity, SACAMA may with or without further notice forthwith terminate this Agreement and expel and remove User, or any other person or persons in occupancy from the Facility, together with their goods and chattels, using such force as may be necessary in the judgment of SACAMA or its agents in so doing, without evidence of notice or resort to legal process or becoming liable for any loss of damage which may be occasioned thereby, and repossess and enjoy said Facility, and in addition to any other remedy it may have, SACAMA may recover from User all damages it may incur by reason of such breach by User.

ENTIRE AGREEMENT AND MODIFICATION:

This agreement constitutes the entire agreement between the parties. No modification or amendment of this agreement shall be effective unless in writing and signed by both parties. This agreement replaces any and all prior agreements between the parties.

GOVERNING LAW:

This Agreement shall be governed by and construed in accordance with the laws of the State of Arizona. Any legal actions, claims or demands shall be handled in a court of competent jurisdiction within the State of Arizona. By entering this Agreement both parties agree that jurisdiction over any dispute shall remain and venue shall be proper in Arizona. To that end, User agrees to submit to such jurisdiction.

DISPUTE RESOLUTION:

Any dispute arising under this Agreement that cannot be resolved by the parties shall be subject first to mediation and, failing the success of mediation to binding arbitration by an arbitrator that is selected via mutual agreement of both parties. The non-prevailing party shall pay the costs and fees resulting from the process, unless otherwise agreed upon or ordered by the arbitrator.

SEVERABILITY:

If any portion of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

Executed this _____ day of _____ 20_____.

SACAMA By: _____

Renter By: _____



Please cut along the dotted line and return to the Shemer Art Center | 5005 E Camelback Rd | Phoenix, AZ 85018



SHEMER
art center



...and Live Happily Ever After!



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Please call or visit our website for our business hours.

Logo/Brochure designed by L. Deznign | www.LindsayDeznign.com

The Shemer Art Center & Museum prohibits discrimination on the basis of race, ethnicity, national origin, sex, religion, sexual orientation, or disability in its services, programs, and activities. If you need to request accommodations for special needs, please contact the Shemer staff by calling 602-262-4727. The Shemer does not carry accident insurance to cover participants. Involvement AND any activity is done at the participant's own risk.