

NEW RULES

EVENT SPACE FAQ

Tell me about the space!

NEW RULES is the perfect venue for your next board meeting, reception, fundraiser, workshop, or community event! Learn more about our story www.newrulesmn.com

When can I come in to tour the space?

We are not offering in-person tours of the space at the moment, but we do have a virtual tour option that takes you through our entire space, check it out [here](#)!

Is parking available?

There is limited parking available directly behind our building on a first come, first serve basis. There is additional free, on-street parking available on Morgan and Newton.

Is your facility ADA accessible?

Yes! We have ADA accessible entrances in the rear of the building with additional temporary ramps on the interior for easy navigating.

How much does it cost to rent the space?

NEW RULES pricing structure is hourly based on the Studio(s) you reserve. Bookings of 8+ hours receive a 15% discount off the hourly rental.

Studio I	Studio II	Entire Space
4 hour minimum	4 hour minimum	4 hour minimum
0-40 guests max	41-75 guests max	76-150 guests max
Hourly Rental Rate Cleaning Fee: \$55 Security Deposit: \$150 No Kitchen Access	Hourly Rental Rate Cleaning Fee: \$75 Security Deposit: \$150 Includes Access to Kitchen	Hourly Rental Rate Cleaning Fee: \$89 Security Deposit: \$150 Includes Access to Kitchen

Are there guidelines and procedures for using the space?

Yes, if you book the space we will review all Event Guidelines & Expectations closer to your event date. You can review our Event Guidelines & Expectations [here](#).

Is there a kitchen?

The kitchen area, available only for Studio II and Entire Space rentals, is where you or your caterer can serve and store food on the first floor. It is equipped with a sink, oven, electric stove and microwave. You will have to provide your own dishes, cups, and utensils. The commercial kitchen in the basement is not included with your rental.

What is included in my rental at no additional cost?

Studio I	Studio II
20 – Low Bistro Chairs in Brushed Nickel + Wood 2 – Small Butcher Block Cafe Bistro Tables - 24"x30" 2 – Aqua Virgo Dining Table - 36"x72" 1 – 24" High Top Cocktail Tables 1 – Square Glass Retro Table 4 – Standard 60" Circle Banquet Tables (located behind sewing machines) 1 – Private Restroom 1 – Coat Rack on Wheels	16 – Low Bistro Chairs in Brushed Nickel + Wood 10 – High Bistro Chairs in Brushed Nickel + Wood 1 – Large Bowling Alley Butcher Block Table - 36"x72" 1 – Small Butcher Block Cafe Bistro Tables - 24"x30" 2 – Large Butcher Block Cafe Bistro Tables - 30"x48" 1 – High Top Butcher Block - DJ Table 1 – Retro Round Table - 48" 1 – 24" High Top Cocktail Tables 1 – Leather + Steel Loveseat w/ Ottoman 1 – Orange Retro Chair 1 – Large Print Fabric Ottoman 1 – Private Restroom 2 – Coat Racks w/ Hangers

The additional circle tables are not shown in the VR tour. Private parking behind the building is available on a first come first serve basis. **The Entire Space rentals will have all that's listed for both Studio I and II.**

What is your COVID-19 Policy?

Clients and guests are required to follow all Executive Orders, local and state laws pertaining to COVID-19.

- Wash or disinfect hands upon entering the space
- Please stay home if feeling sick
- Follow the most up to date state mandated guidelines
- Practice social distancing, keeping 6ft of distance between each
- Sanitize and disinfect tables & equipment at end of event

How do I request a quote?

Once you have completed an [Event Application](#) you will be sent a quote for your event. Your event quote is our hourly space rate multiplied by the number of hours you will be using the space, fees, any add-on services if applicable, a cleaning fee and taxes. You will be billed from the time you walk in, to the time you walk out, so please take that into account as you select the time-frame for your rental.

NEW RULES

EVENT SPACE FAQ

What is included in my rental at no additional cost?

Because of COVID-19 we are working at a limited capacity, which includes having to limit the number of tables and chairs for the time being. Each room comes pre-set with a variety of table, chairs and lounge seating. Your rental includes only what you see in the room, not including any equipment. If you are worried if there are enough tables and chairs ; our standard floor plan works for 90% of our clients who use our space "as-is" !

Are there digital capabilities?

High Speed Business Class Internet (included).

Can I decide how the studio is set up for my rental?

Yes, you will be able to rearrange the space to best suit your needs, so please plan to have someone help you set up. Each studio is pre-set and only comes with what you see. At the end of your event all furniture must be returned to the original floorplan at the end of your event. There are some non-movable fixtures that you will need to work around for your event.

Garage Door Use?

Yes! Although you have to choose between AC or Garage Doors. Only Studio I and the middle door in Studio II can be opened. To have access, you must notify your NEW RULES staff member within 14 days of your event.

Does NEW RULES offer catering?

Yes we offer Liquor Catering! Check the catering section of the FAQ.

Can I bring in outside food?

Yes ! You are welcome to bring outside caterers or your own prepared food to our space. All food distributed at NEW RULES must comply with all Local & State Statutes for Food & Health Safety Regulations. You or your caterer will be asked to sign off on any equipment they use and require a walkthrough with a team member pre/post event. No outside alcohol is allowed without prior consent by NEW RULES.

Is alcohol permitted?

Yes! We have licensed full bar service available for public + private events whose guests are 21+, available for Studio II and Entire Space rentals only. Alcohol beverage services are not included in your hourly rental - If you would like to have alcohol onsite for your event, please let us know and we can discuss your options.

NEW RULES

EVENT SPACE FAQ

When is my payment due if I want to book the space? What is required to reserve a date?

1. A 65% deposit on Hourly Rental, Fees, Equipment, Taxes & Beverage Minimum must be paid if more than 45 days out to hold your date. The remainder is due two weeks prior to your event.
2. Events 45 days out and less must pay the complete rental fee (hourly rental rate equipment, deposit and other add ons, and taxes) in full in order to secure their date. A payment is the only way to officially reserve the date!
3. Post Event - There may be some additional bar costs including the amount to meet the Beverage Minimum or a client's hosted bar tab due - a card must be kept on file and the client will be billed for the amount due. Damages + Overages will be added if applicable.

Is there a security deposit?

Yes, there is a \$150.00 for all social events at NEW RULES. This fee will be refunded in full if space is returned in accordance with our guidelines.

What happens if I need to cancel?

All deposits and payments are non-refundable. These charges help to cover labor, rental goods, and jobs we may have declined in order to accommodate your event. In the event of a snow emergency, some other natural disaster, or further COVID-19 state sanctioned restrictions requiring us to close our space, we will re-book the event for a future date pending on date availability.

What other requirements are there for booking the space?

1. A completed application
2. An approved quote
3. Security deposit and/or full balance paid
4. A signed Rental Agreement w/ valid proof of identification (Drivers license or State ID)
5. A completed Onboarding & Expectations Meeting
6. Meeting Check Out Requirements

What kind of decorations am I allowed to use?

Clients are allowed to decorate the space for the event. Any decorating done both inside and outside must be approved by New Rules 14 days in advance. Decorating may be done on the day of the rental, during only the event set up time. All other decorations must be hung without defacing the building. New Rules does not provide ladders for decorating, and we ask that you do not use our chairs as step stools.

NEWRULES

EVENT SPACE FAQ

All decorations must meet fire code, health departments and any other governmental regulations. Only candles that are in enclosed containers are allowed. Only white rose pedals are allowed on the floors. None of our electrical circuits may be altered for any reason.

The following items are **NOT** allowed:

- Confetti, glitter, bird seed, or rice;
- Chinese Wish Lanterns
- Gel beads, deco beads, or any beads that absorb water in flower arrangements;
- Smoke machines;
- Sparklers or open flame of any kind;
- Flocking or any other spray décor;
- Nails, tacks, screws/nails/holes in the wall, tape, glue, paint, silly string, pins, gum, etc.
 - If you need to affix anything to the walls, the only approved attaching devices are 3M Command Strips.

Do I have to provide security for my event ?

Please note you are responsible for providing an approved security plan if:

- Events involving alcohol after 9pm & open to the public
- Events with majorly minors (under 18) past 9pm
- All events open to public starting after 9pm
- All ticketed events starting after 9pm

Please note, we require that clients designate 1 security person per 65 people. For an event with 125 people, you would need to provide 2 security persons.