CUBE-AGE

Event Space · Houston

Cube-Age LLC
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Venue Rental Agreement

Short-term license to use the Cube-Age event floor at 9500 W Sam Houston Pkwy S, Houston, Texas 77099

Version 2026-11 · Rates effective November 24, 2026

This Venue Rental Agreement (the “Agreement”) is made between Cube-Age LLC (“Cube-Age” or the “Venue”) and the client identified below (the “Client”). By signing, the Client books the space described in Section 2 for the date and hours in Section 3 on the terms below.

1 Parties and Event

Client (legal name): _____

Contact person: _____

Phone / e-mail: _____

Billing address: _____

Type of event: _____

Expected number of guests (maximum 70): _____

2 Premises. Cube-Age grants the Client a non-exclusive, revocable license to use the cleared event floor (up to 7,000 square feet, as agreed in the booking form), the lobby, restrooms and the parking lot at the address above (the “Premises”). The license is for the Event only and creates no tenancy or other interest in the property.

3 Rental Period. The rental period runs from ____:____ to ____:____ on _____ (date), and includes the Client’s setup and teardown time. Use may begin no earlier than 8:00 AM and must end, with teardown complete, no later than 11:00 PM unless Cube-Age agrees otherwise in writing. Hours used beyond the booked period are billed as overtime at $200 per whole hour.

4 Fees. The Client shall pay the hourly rate for the use selected in Exhibit A, subject to the minimum hours for that use, plus the cleaning fee (events only), any add-ons selected in the Booking Form, applicable sales tax, and any overtime. Where the Client books 8 or more hours in one day, the hourly total is discounted by 10%. Quoted rates are valid for 90 days from the date of the quote.

5 Payment. A booking deposit of 50% of the venue total is due on signing and confirms the date. The balance, including add-ons and the cleaning fee, is due 7 days before the Event. Payment may be made by bank transfer, check or card; card payments may carry the processor’s fee. A date is not reserved until the signed Agreement and the booking deposit are both received.

6 Security Deposit. A refundable security deposit of $500 is due with the balance. Cube-Age will inspect the Premises after the Event and return the deposit within 7 business days, less the cost of any damage, missing items, excess cleaning, overtime or unpaid charges. If costs exceed the deposit, the Client shall pay the difference within 7 days of invoice.

7 Cancellation. Cancellations must be in writing. Cancellation 30 or more days before the Event: the booking deposit is refunded in full. Cancellation 15 to 29 days before: 50% of the booking deposit is refunded. Cancellation 14 or fewer days before, or no-show: the booking deposit is not refunded. A date change requested at least 30 days before the Event is treated as a rebooking at no charge, subject to availability, once.

8 Capacity, Use and Conduct. Attendance shall not exceed 70 persons or the lower number stated in the Booking Form. The Premises may be used only for the Event described above and for lawful purposes. No smoking, vaping, open flames, fireworks, confetti cannons or glitter; no nails, screws, staples or tape on walls, floors or fixtures; décor may be freestanding or attached only with the method Cube-Age approves. Music and

amplified sound must stay within business-park limits and be lowered after 9:00 PM. The Client is responsible for the conduct of its guests, vendors and contractors.

9 Food, Drink and Alcohol. Outside catering is permitted. Floor protection is required under food-service and bar areas, and the Client shall remove all food, drink and trash at the end of the Event. Alcohol may be served only to guests aged 21 and over, by a TABC-certified bartender, and may not be sold without the permits Texas law requires; the Client is responsible for compliance.

10 Insurance. The Client shall carry commercial general liability insurance of at least $1,000,000 per occurrence covering the Event, naming Cube-Age LLC as additional insured, and shall deliver a certificate of insurance at least 7 days before the Event. If alcohol is served, the policy shall include host liquor liability. Vendors working on site shall carry their own liability coverage.

11 Damage, Indemnity and Liability. The Client is liable for any loss of or damage to the Premises, furnishings or equipment caused by the Client, its guests, vendors or contractors, beyond ordinary wear. The Client shall indemnify and hold harmless Cube-Age, its owners and staff from claims, damages and costs (including reasonable attorneys' fees) arising from the Client's use of the Premises, except to the extent caused by Cube-Age's negligence. Cube-Age is not responsible for personal property brought onto the Premises. Cube-Age's total liability under this Agreement shall not exceed the fees paid by the Client.

12 Access, Setup and Teardown. Cube-Age will provide the cleared floor, tables and chairs, WiFi, HVAC, lighting and parking as described in Exhibit A, and one staff member on site. Setup may begin at the start of the rental period (or the day before, if early setup is booked). Teardown must be complete within 2 hours after the Event ends and within the rental period; items left behind may be removed and stored at the Client's cost.

13 Cube-Age's Rights. Cube-Age may enter the Premises at any time for safety, security or maintenance. Cube-Age may end the Event early, without refund, if the Client or its guests breach this Agreement, create a safety risk, or exceed the agreed attendance. Cube-Age may photograph the set-up for its own portfolio unless the Client objects in writing before the Event.

14 Force Majeure. Neither party is liable for failure to perform caused by events beyond its reasonable control, including severe weather, flooding, power or utility failure, fire, government order or public-health emergency. In that case the parties will first try to reschedule; if that is not possible, Cube-Age will refund fees paid for the affected Event, less costs already incurred for add-ons ordered on the Client's behalf.

15 General. This Agreement, with Exhibit A (Rates and Add-ons), the Booking Form and the House Rules, is the entire agreement between the parties and may be changed only in writing signed by both. It is governed by the laws of the State of Texas; the courts in Harris County, Texas have exclusive jurisdiction. If any term is unenforceable, the rest remains in effect. Signatures exchanged by e-mail or electronic signature are binding.

Exhibit A · Rates and Add-ons

All prices in U.S. dollars, before applicable sales tax. Rates effective November 24, 2026 and valid for 90 days from the date of a written quote.

A1 Venue rates

Use	Rate	Minimum	Included
Meetings & training	$90 / hour	3 hours · Mon–Fri 9 AM–6 PM	Tables and chairs for up to 30 seated, WiFi, 75-inch display, parking
Productions: photo, video, live stream	$120 / hour	2 hours · any day	Live-stream room, basic lighting, WiFi, power; equipment by add-on
Events, Monday–Thursday	$125 / hour	4 hours	Cleared floor up to 7,000 sq ft, base seating by floor area (A4), WiFi, HVAC, 50+ parking spaces
Events, Friday–Sunday & holidays	$175 / hour	4 hours	Same as above
Multi-day (expos, promotions)	$125 / hour, every day incl. weekends	3 consecutive days · 8 hours per day ($1,000 per day)	Same as above
Overtime beyond the booked hours	$200 / hour	Billed in whole hours	—
8 or more hours in one day	10% off the hourly total	—	Applies to hourly rates, not to add-ons

A2 Fees and deposits

Item	Amount	Terms
Cleaning fee	$150 per event	Charged on events; not charged on meetings or productions
Security deposit	$500	Refundable; returned within 7 business days after inspection, less any damage or overtime
Booking deposit	50% of the venue total	Confirms the date; balance due 7 days before the event
Early setup	$500	Access the day before the event, up to 8 hours

A3 Add-ons

Add-on	Rate
Professional lighting	$300 / day
Sound system (2 wireless mics, speakers, mixer)	$200 / day
Projector or 75-inch 4K display	$150 / day
Event assistant	$25 / hour
Photo / video with editing	$50 / hour
Venue decoration (backdrop, balloons, florals)	from $500

Live streaming, multi-camera with crew	$300 / event
Guided showroom tour	$200 / event
Early setup (day before)	$500
Extra chairs, beyond the base seating	$3 / chair
Extra tables, beyond the base seating	$15 / table
Catering coordination	at cost

A4 Base seating by floor area

Floor area set up	Chairs	Tables
Up to 2,500 sq ft	30	6
Up to 5,000 sq ft	50	8
Full floor, 7,000 sq ft	70	9
Beyond the base	$3 each	$15 each

Signed and agreed

CUBE-AGE LLC (Venue)

Signature: _____

Name / Title: _____

Date: _____

CLIENT

Signature: _____

Name / Title: _____

Date: _____

This document is a Cube-Age template for its Houston venue. It is not legal advice; both parties should have it reviewed by their own counsel before signing.

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