



IMURJ VENUE RENTAL POLICIES

Imurj is proud to provide Raleigh with event space rentals for our members and the local community. Located in the heart of Downtown Raleigh, our convenient location and dynamic atmosphere make Imurj an ideal space for any event.

ABOUT THE VENUE

Imurj is a creative incubator for local artists and musicians. Our space features member artwork, merchandise, and music, in a comfortable and stylish environment. Our facility boasts a Cafe & Bar, Art Gallery, and stage, perfect for large events and parties.

CAPACITY: 280 standing | 90 theatre style | 50 seated dining

- SPECIFICATIONS:**
- 6,000 sq. ft space
 - 14 sq. ft Stage
 - Full Bar
 - Tables & Chairs
 - Full PA System
 - 84" Back Projector
 - (3) 48" flat screen TV's
 - (3) Couches
 - (5) Arm Chairs
 - (5) Art Easles

CONTACT INFORMATION

For general rentals contact Amy Hoffman
amyh@imurj.com

For art inquiries contact Kenneth Proseus
kennethp@imurj.com

For music bookings contact Henry Boyd
henryb@imurj.com

ADDITIONAL FEATURES & SERVICES

Imurj is happy to offer the following features and services options to our guests. All fees are to be purchased before the event at a specified amount, or the Lessee may select the “Open Bar” package whereupon a deposit will be required. Any catering must be coordinated by the Lessee and approved by the Event Producer.

IMURJ CAFE & BAR PACKAGES

Imurj Cafe & Bar packages including beer, wine, and spirits can be purchased. A 50% deposit is required 20 days before the date of the event unless otherwise specified in package description. The remainder of the fee must be paid at the end of the event. Please contact the Event Producer for specific details. Any and all liabilities arising from consumption or alcohol on the premises are the responsibility of the Lessee.

OPEN BAR

Drink Tickets: \$10 per ticket, number of tickets allotted to each guest to be determined by Lessee.

CASH BAR

Event attendees pay for all drink purchases themselves. Lessee pays no bar deposit if this package is chosen.

AUDIO AND VIDEO SERVICES

- Event Videography: Package will be determined based on needs of Lessee
- Event Photography: Package will be determined based on needs of Lessee
- Event Audio Recording
- Full Use of PA System (including Imurj Sound Engineer)
- Use of Projector
- Musical Performances

ADDITIONAL SERVICES

Door Person/Bouncer: \$15/hour

SALES TAX

All food and beverage packages must include the North Carolina Sales Tax of 7.75%. This will be applied to the contract and initial bill by Imurj.

FEES AND PAYMENT

Imurj requires the full rental payment upon completion of the rental contract. All bar packages must be paid prior to your event. An invoice will be sent after the event if additional fees result from damage, extra cleaning, or additional time.

DATE CHANGE POLICY

In the event the Client (s) is forced to change the date of the event every effort will be made by Imurj to transfer reservations to support the new date. The Client(s) agrees that in the event of a date change any expenses including but not limited to deposits and fees that are non-refundable and non-transferable are the sole responsibility of the Client(s).

CANCELLATIONS

In the event of a cancellation Imurj will **refund the client 100%** of the rental agreement payment if the event is cancelled within 60 days or more prior to the event. Imurj will refund the client 50% of the rental agreement payment if the event is cancelled within 30 days or more prior to the event. If the event is cancelled within 29 days or less prior to the event the client forfeits all refunds.
