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6 E University Ave.
Gainesville, FL 32601

Arcade Bar Rental Guide

The Arcade Bar is located at 6 E University Avenue in downtown Gainesville Florida. Arcade Bar is available for rent during non operating hours and has a couple of rental options based on your event needs.

Private Event Rental Information and Options

Arcade North

Arcade North is available to rent from 3pm-6pm everyday, and includes a single floor of your arcade favorites! Arcade North can accommodate up to 100 guests and welcomes all ages. Please see below for current rates.

Arcade South

Arcade South is available to rent Tuesday-Saturday from 5pm-8pm and includes 2 levels of retro arcade games. Arcade South can accommodate up to 150 guests ages 21 and over. Third floor is included, which offers private dancing, mingling and catering space. (3rd floor max capacity is 80).

Please see below for current rates.

Event Rental Information

There is a \$750 bar minimum when renting the Arcade Bar. Clients can reach this minimum through bar sales and token purchases. 20% auto gratuity will be applied to tabs. Staffing costs, service charges and gratuity will not count towards the minimum.

Tokens are required to play games. The current rate is \$5/20 tokens. There is a 10% discount when \$150 or more tokens are purchased.

Additional staffing rates may apply.

Rental Pricing	Arcade North or South
Rental	\$300/3 hours
Bar Minimum	\$750
Deposit	\$100

Deposit

To confirm the date of your event, a \$100 deposit is required along with a signed Event Agreement. The full \$100 of the deposit is the nonrefundable security deposit and also acts as your damage deposit. The total \$100 will be refunded or applied to your final bill after the event, barring no damages to the facility.

Setup

No tape, staples, and other potentially damaging adhesives may be used on walls. **Confetti, confetti balloons, glitter, open flames, and bubble**

machines are not permitted.

Extra items available for rental:

- Table linens \$15/linen and up
- Small PA \$150 **subject to availability

Catering

Table linens required for all catered events.

Arcade Bar has its own catering menu through The Top Restaurant, and the staff will be glad to help you design the perfect menu for your event.

In-house catering includes plates, silverware, chafing dishes, platters, bowls. etc. Arcade Bar provides catering staff at a rate of \$18/ hour for event time, setup time and breakdown time.

Due to state food safety guidelines, we do not allow leftover food to leave the premises.

Outside catering from licensed and insured caterers is acceptable if it has been approved in advance. Please contact The Top Secret Events staff for more information.

Please ask to see our menus for options and pricing

- Top Restaurant Catering Menu
- Top Restaurant Dessert Menu

Alcohol

Liquor, wine and bottled beer must be purchased through Arcade Bar. All alcohol is charged at our bar price rate and will count towards the \$750 minimum. No outside alcohol may be brought onto the premises. Legal restrictions regarding underage drinking will be strictly enforced. Arcade

Bar assumes no responsibility or liability for underage drinking and reserves the right to ask the entire party to leave if unlawful activity is observed. Please contact Top Secret Events staff for more information.

Payment

An invoice for the room rental and staffing will be given to the Lessee no later than one week prior to the event. Payment is due in full by event start time.

Additional information

1. At the agreed upon end time, the Lessee will yield up all the leased premises in as good order and repair as upon commencement of the event. If an event extends beyond the time specified in the Event Agreement, a charge of \$125/fifteen minutes of overage will be assessed for every fifteen minutes past contracted event time limit. These additional fees shall be charged and may be subtracted from the deposit.
2. This is a smoke-free facility; smoking allowed outside only.
3. Confetti, confetti balloons, glitter, open flames, and bubble machines are not permitted.
4. The use of tape or other adhesives, nails, tacks, screws or similar articles on interior or exterior surfaces is not allowed. All decorations shall be put up without defacing the building, and their installation shall be subject to prior approval and subsequent supervision.
5. A service charge of 20% on catered food and beverages served will be added to the final bill before sales tax.
6. At the conclusion of the event, the Lessee shall clear the facility of all material brought into Arcade Bar for their event. Items left will be discarded.
7. All outside rentals must be approved in advance.

8. There must be a minimum 20 guests for catered events.
9. 7.5% Sales tax will be added where applicable.
10. Children of minor age are to be accompanied by an adult while on Arcade Bar premises.

The Arcade Bar is unable to assume responsibility for damage or loss of any merchandise or articles left on premise before, during or after your event. The Arcade Bar will not be held liable for injuries or property damage, and any other incidents that may occur to any person(s) by use of the building and premises during the term of this agreement. The Term of the agreement begins when the first guest arrives on the property and concluded when the last person leaves the property.

Prices subject to change.