

RENTAL AGREEMENT

Renter: _____

Home Address: _____ State _____ Zip _____

Phone No: Daytime: () _____ Evening: () _____ Cell: () _____

Date Requested: _____ Hours: _____

Activity: _____

Approximate No. of People Expected to Attend: _____

POLICY

1. A deposit of \$ _____ (Non-refundable) will confirm the rental. With the rental fee of

\$ _____ due and payable at least 14 days prior to rental date. After rental the deposit will be refunded if there is no damage to facility.

2. The dispensing of any alcoholic beverages must be in accordance with and subject to all Federal, State and Local laws. Intoxicating drinks cannot be served to minors. Non-alcoholic beverages may be provided by the renter or purchased from the House Committee. Alcoholic beverages in an open container are not allowed to be taken into or out of the building.

3. All rules and regulations as set forth in the By-Laws of Grandview/Hickman Mills Lodge No. 2088, will at all times govern the use of the rental facility.

4. The use of the rental facility is restricted to eight (8) hours maximum. All music must cease by 12:30 a.m. All consumption of alcoholic beverages must cease by 1 a.m. and the rental property must be vacated by 1:30 a.m., without exception.

5. The kitchen facility **is/is not** included in the rental agreement. Limited refrigeration space is available and ice is available from the rental facility bar's ice machine. All food must be removed from the premises at the conclusion of the rental.

6. A Facility Attendant may be assigned to supervise rentals at the discretion of the Trustees or House Committee. The attendant shall have complete authority and control of the facility during the rental and shall have the right complete access at any and all times during the event. The attendant is there to protect the best interest of the Lodge and has the right to terminate a function at any time, if misconduct is indicated.

NOTE: *The attendant is not a "bouncer" and is instructed to notify the Police if problems arise. The attendant does not alleviate the renter of the renter's responsibility to maintain control of guests at all times.*

7. All rentals are restricted to the interior of the rental facility only. Congregating on the parking lot or any other portion of the Lodge's property is not allowed.

8. Illegal gambling of any kind is not permitted in the rental facility. Lewd or indecent conduct is not permitted on any Lodge property.

9. The rental facility cannot be used for business or commercial purposes and no fees may be charged by the renter for admission, food or drink.

10. Decoration arrangements must be reviewed in advance with a member of the Trustees, House Committee or their representative. **Tape, nails, brads or staples cannot be used on the walls, ceiling, floor or furniture.** Tables may be covered by a plastic or linen tablecloth to protect them (no paper cover). Candles are not allowed in plastic containers. Standing on tables or chairs is not permitted. Tables and chairs not needed will be neatly folded and/or stacked. All decorations must be removed at the conclusion of the activity. Routine and usual cleaning is included in the rental fee; however, costs for cleaning of an unusual nature could be assessed to the renter or withheld from the security deposit.

11. All parking must be in designated parking areas on the parking lot. Parking next to the building is not permitted. All fire lanes must remain open.

12. On the date of the rental, all requests for assistance should be made through the assigned facility attendant or bartender on duty or a member of the Trustees, House Committee or their representative.

13. Rental facility is restricted to a maximum **293** people.

RENTAL_\$ _____ KITCHEN_\$ _____ CLEAN-UP_\$ _____ = \$ _____

BARTENDER_\$ _____ KEGS_\$ _____ OTHER_\$ _____ = \$ _____

NOTES _____ **TOTAL \$** _____

Signature of Renter: _____ Date: _____

Signature of Renting Member: _____ Member No. _____

Deposit: _____ Date Paid: _____ Check No. _____

Balance Due By: _____ Amt Due: _____ Date Paid: _____