

VFW POST 9656

4120 Piehl Rd

Lambertville, MI 48144

HALL RENTAL AGREEMENT

The intention of this form is to document the agreement between VFW Post 9656 and _____ (Lessee), in regards to the rental of our facility on _____, 20____. Occupancy of the hall is for _____ (Event) and will begin at _____ (Time) and end at _____ (Time). If space is available, you may decorate the night prior to your event. Please call 419-376-2407 for decorating reservations.

Price List

	Cost	Item Totals
-Friday or Saturday – 6 hours	\$500	_____
-Sunday through Thursday – 4 hours	\$300	_____
-Additional Hours	\$35/hr	_____
-Member Discount (Must have been member for 1 year)	-\$100	_____
-Alcohol Consumed on premises (using canteen)*	\$150	_____
-Private Bartender Setup in Hall*	\$250	_____

*Requires at least 10 business days' notice to obtain license

EVENT TOTAL _____

SECURITY DEPOSIT

A security deposit of \$100 is required to be paid upon the signing of this lease agreement. The full amount is due two weeks before your event, if serving alcohol. If not, then the full amount is due one week before your event. Your full amount is due by close of business on _____, 20____.

CANCELLATION POLICY: If this lease is canceled 30 days or more prior to the event, a full refund of the security deposit will be processed. If alcohol was to be served, then only 50% of the security deposit shall be returned. If the event is canceled less than 30 days prior to the scheduled event, the entire security deposit will be surrendered.

It is further agreed that the Lessee will use the premises for the stated activity and will not allow the venue to be used for unlawful activity. The Lessee assumes full responsibility and liability for any acts committed in the above stated event. The lessee is responsible for any and all damages and losses, up to including the cost of our liquor license, should rules not be followed. If the lessee uses the kitchen, they are responsible for providing all cooking and serving utensils. The lessee is responsible for cleaning the hall immediately after their event. The sound system is not a part of the lease agreement. The lessee must provide their own sound system. If hall is found unsatisfactory, the \$100 security deposit will be retained. Outside alcohol is not allowed. Any alcohol consumed must utilize the VFW's Liquor License.

Lessee

Printed Name: _____

Phone Number: _____

Signature: _____

Designated Representative

Printed Name: _____

Date Received: _____

Signature: _____