

# Hall Rental

## Hall Rental Rates Schedule

<b>Rental Period</b>	<b>Circumstance</b>	<b>Cleaning Security Deposit</b>	<b>Rental Fee</b>
One Day	8 hour period: includes setup prior day and cleanup if needed	\$100 (refundable)	\$250
Half Day	4 hour period	\$100 (refundable)	\$175
BLC Lion	Must be in "Good Standing" per 8 hour period rented	\$100 (refundable)	Ask
Catered	Catered events includes meals and/alcoholic beverages are priced individually. The Overall fee is base on selection.	N/A	Per Quote
Community Groups/Organizations			

## Other Rentals

<b>Rental Period</b>	<b>Circumstance</b>	<b>Cleaning Security Deposit</b>	<b>Rental Fee</b>
Tables	Day	N/A	\$5 each
One Day	Day	N/A	\$1.50 each
BBQ (large)	Day	N/A	\$75
BBQ (small)	Day	N/A	\$25

# Burney Lions Hall Rental Agreement

1. This is the current Rental Agreement between the Burney Lions Club and

Name \_\_\_\_\_ Address: \_\_\_\_\_ Telephone No.: \_\_\_\_\_

2. Time period of the occupancy shall be limited to:

From hours: \_\_\_\_\_ to hours: \_\_\_\_\_ Date: \_\_\_\_\_

3. The purpose of the occupancy shall be limited to: \_\_\_\_\_

4. Burney Lion's Club Shall have the privilege to inspect the premises at any or all times.

5. Renter will perform own janitorial work, including removal of garbage and refuse unless arrangements are made in advance.

6. Renter understands Lions Liability Insurance does not cover Renter. Renter must provide Liability Insurance coverage as evidenced by a Certificate of Insurance. A separate Liability Policy in the Amount of \$1,000,000 identifying the Burney Lion's Club as an additional "Named Insured". The Certificate must be delivered to the Hall Chairman a minimum of seven days in advance of the rental.

7. Renter is entirely responsible and agrees to reimburse Burney Lion's Club for any damage to the real property, equipment, or grounds used during the time period covering this contract.

**8. If liquor is to be sold or given away, a license must be purchased from the ABC and posted in plain view before rental the hall.**

9. Fees – fees paid by check must be paid to the Lion's Hall Chairman two weeks in advance  
You will inspect the hall with the Chairman and note any special conditions.

10. Cleaning and Security Deposit: \_\_\_\_\_ Rental Fee: \_\_\_\_\_ Total: \_\_\_\_\_

11. Cleaning and Hall Inspection:

A) Report to Hall Chairman \_\_\_\_\_ Phone \_\_\_\_\_ You will Inspect the hall with the Chairman and note any special conditions. A key will be issued or arrangements will be made at this time to open the hall.

B) All furniture and wall hangings must be returned to their original locations.

C) All trash must be removed from the premises.

D) Tables and counter tops cleaned.

E) Bathrooms clean and free of trash.

F) Kitchen facilities and equipment other than tables and chairs are not part of this agreement and are strictly off-limits unless prior arrangements have been made, i.e., Lion's Member exception.

G) Staples, thumbtacks, and tape must be removed if decorations are applied. (Staples and thumbtacks are not to be used without prior approval).

H) Floors must be swept and spills cleaned.

I) The hall must be cleaned by 10:00 the following day or cleaning fee may be forfeited.

J) The Renter will provide all cleaning supplies and equipment needed.

K) Upon completion of cleaning, renter must contact Hall Chairman for inspection and return of door key.

I hereby agree to abide by the above conditions and policies. I also understand that a portion or all of the cleaning deposit may be forfeited if the above conditions are not met. It is mutually understood and agreed that no alteration or variation of the terms of this contract shall be valid, unless made in writing and signed by both parties.

Signature of Renter: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Hall Chairman: \_\_\_\_\_ Release Date: \_\_\_\_\_