

POST 35 AMERICAN LEGION
69 HIGH STREET, HAMPTON, NH 03842
ATT: HALL RENTAL

RENTAL HALL AGREEMENT
Lessee/Renter:

Name _____

Present address _____

City _____ State _____ Zip _____

Tel. _____ Email _____

*Is Lessee/Renter a member of POST 35? Y _____ N _____

Contact person if different from above.

Name _____ Tel _____

Agrees to contract the lower hall for a (type of function) _____

Date of Rental _____ From the hours of _____ to _____

Number of guests expected _____

Room Rental Fee

(A) \$300.00 2 hours plus _____

(B) \$150.00 under two hours _____

DEPOSIT (A) \$150.00 Deposit (B) \$75.00

Balance due _____

INCLUDES: HEAT - ELECTRICITY - WATER -KITCHEN -MENS ROOM LADIES ROOM
(stove, coffee machine, Micro-wave) and on-site parking.

Terms and conditions:

- *Room rental charges must be paid in full at least 30 days prior to the event date, or the contract may be voided.
- *Deposits may be refunded upon cancellation, minus a \$100 cancellation fee.
- Any checks returned by the bank as un-cashable will be subject to a \$25 fee plus collection costs.
- *Hall rental are limited to a 92 person capacity.
- *Lessee/Renter is responsible for setting up and taking down tables/chairs.
- *Lessee/Renter is liable for all damages to facilities: Re: kitchen, rest rooms, hall, lights, walls, both inside the Legion Hall and out. And is responsible for Legion items lost or stolen during rental activity. Lessee or renters are NOT allowed in any other part of the Hall except the lower hall, restrooms, and kitchen.
- *There shall be no climbing on or about the US NAVAL Gun in front of building.
- *There will be no climbing and or leaning/touching or standing near the GWOT Monument.
- *There will be no touching of the canon balls stack.
- *Please Stay Off The Grass. |
- *Parking allowed on Legion Property only, or in the Municipal Parking lot near the intersection. There is NO parking directly across the street in the adjacent lot, or in the Flatbread Company Parking Lot.
- *There is NO smoking ANYWHERE in the hall/building.
- *No alcohol consumption outside of Post building.
- *All guests must vacate the hall no later than ½ hour after the allotted rental time.
- *Lessee/Renters are allowed to decorate hall using TAPE only.
- *NO candles, fondues or any kind of pyrotechnics are allowed.
- *Renter/lessee agrees to not tamper with thermostat and will leave the thermostat as is after leaving.
- *During Summer months the lessee/Renter will shut off AC units.
- *The lights should be turned off after the event.
- Also must ensure that all doors are locked upon leaving premises.
- *Lessee/Renter is responsible for placing all Trash in secure trash bags and either left in front hall or to be removed from premise.
- *Lessee/Renter will leave key to hall on counter in kitchen.
- *The lessee/Renter is responsible for the conduct of all guests during the function.
- *The American Legion Officers and members of POST 35 are NOT responsible for lost or stolen items.
- *The lessee/renter hereby releases American Legion Post No.35, Hampton, NH 03842, its officers, and members for any and all claims for injury or death or other loss resulting from use of the Hall and Post 35 property in connection with this rental Agreement.

Lessee/Renter _____ Date _____

Post 35 Officer _____ Date _____

MAIL TO:

POST 35 AMERICAN LEGION
69 HIGH STREET, HAMPTON, NH 03842
ATT: HALL RENTAL