



Brigantine Memorial VFW Post 6964

Hall Rental and Hold Harmless Agreement

The Veterans of Foreign Wars Brigantine Memorial Post 6964, herein called the **Lessor**, hereby agrees to rent the Hall to:

**LESSEE:** \_\_\_\_\_

EVENT DATE: \_\_\_\_\_ EVENT TIME: From: \_\_\_\_\_ To: \_\_\_\_\_

EVENT TYPE: \_\_\_\_\_

NO. Of GUESTS: \_\_\_\_\_ (Maximum 100)

RENTAL FEE (Non-Members) for a minimum of 4 hours: \$400.00

RENTAL DEPOSIT, NON-REFUNDABLE: \$150.00

BARTENDER(s) (Optional): \$100.00 per \$\_\_\_\_\_

MANDATORY CLEAN UP FEE: \$ 75.00

REFUNDABLE SECURITY DEPOSIT: \$150.00

TABLE CLOTHS AND NAPKINS ARE AVAILABLE AT \$25 @ TABLE \$\_\_\_\_\_

BALANCE DUE ON OR BEFORE DATE OF THE EVENT: \$\_\_\_\_\_

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**NOTHING IS TO BE POSTED ON THE WALLS. YOU MAY USE THE 3” STRIP BELOW THE CEILING TO HANG DECORATIONS, ETC.**

When the **Lessee arrives**, at the Banquet Hall, the **Lessee and a representative of the Post**, will perform a **walkthrough**, indicating the areas where participants **are and are not authorized** and the **condition of the facility**. This includes the restrooms. At the **conclusion of the event**, the **Lessee and the representative** of the Post, **will perform a final walkthrough**. **If any damage has occurred** since the initial walkthrough, the **Lessee will be responsible for all damages**. If there are **no issues** with the final walkthrough, the **Security Deposit will be returned** to the Lessee the next day.



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**Hold Harmless Agreement**

This agreement to rent is **not** considered binding **until** a deposit equal to ½ (one half) of the rental fee is received. **Cancellation** of this agreement will cause the **lessee to forfeit** the rental deposit. Lessee **must be** 21 years of age or older to rent the hall and sign this agreement. Identification is required at the time of signing. By signing this agreement, the **lessee acknowledges they understand and agree to all the terms of this agreement**. There will be **no** verbal agreements between the parties. The **lessor is not responsible** for the loss or damage of personal property of any guest. The **lessor reserves the right** to refuse admission and/or service, to any person deemed objectionable or undesirable and **to evict** such person from the premises. The lessor is not responsible for any loss or damages whatsoever neither to merchandise, apparatus, monies, nor for other personal property, including death, caused wholly or in part by fire, smoke, theft, riot, explosion, police action, nor any other cause. The **lessee shall indemnify and hold harmless the lessor**, Officers and its Members, from any liability whatsoever for any damage to personal property, personal injury, including death, injuries, or sickness due to food or beverage products brought into the hall by the lessee, for the consumption by their guests. **No alcoholic beverages** are to be brought into the facility or consumed outside of the facility. Any and all alcoholic beverages **must be purchased** from the lessor. No alcoholic beverages shall be given, sold, or otherwise made available to minors or intoxicated persons. Smoking is prohibited in the facility and within 15 feet of any entrance. Smoking in the restrooms will result in the eviction of those involved and will cause the lessee to forfeit their security deposit. Music volume must be kept within reasonable levels. If the music is not turned down when requested and a complaint is received the rental may be terminated and the lessee will forfeit their security deposit. The **lessee shall** inform their DJ's, Bands, and guests **of the above terms**, so that they comply, and the lessee will be held entirely responsible for their actions. The **lessee, at the close of the affair**, will pay all balances due the lessor for the rent and prearranged or actual alcoholic beverage sales. The lessor shall make available the security deposit to lessee the day following the affair if no damages have occurred, no violations listed above were committed and if no law enforcement personnel were called to the premises.

LESSEE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

HOUSE COMMITTEE REPRESENTATIVE: \_\_\_\_\_ DATE: \_\_\_\_\_



Brigantine Memorial VFW Post 6964

**Make Check Payable to: Brigantine Memorial Post 6964**

**Mail Check to: Brigantine Memorial Post 6964  
121 31<sup>st</sup>. Street South  
Brigantine, NJ 08203  
ATTN: Hall Rental**

**Or you can drop it off at the Post. Be sure to mark the envelope “Hall Rental”**

**Final Payment is Due By:** \_\_\_\_\_

**If you have any Questions or Problems on the Day of Your Event, Please Call either:**

<b>Lars Taboga</b>	<b>609-241-4432</b>
<b>Charles Gill</b>	<b>609-233-4290</b>

**Name and Address where security deposit should be returned to:**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_



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**Internal Use Only**

**Rental Costs Received at Signing**

**Date:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_.

**Deposit Amount:** \_\_\_\_\_ **\$150.00** \_\_\_\_\_ **Paid:** \_\_\_\_\_.

**# of Back Bar Bartenders:** \_\_\_\_\_ **\$100.00 each.** \_\_\_\_\_ **Paid:** \_\_\_\_\_.

**Cleanup Fee:** \_\_\_\_\_ **\$75.00** \_\_\_\_\_ **Paid:** \_\_\_\_\_.

**Refundable Security Deposit:** \_\_\_\_\_ **\$150.00** \_\_\_\_\_ **Paid:** \_\_\_\_\_.

**Table Cloths & Napkins Needed:** \_\_\_\_\_ **\$25.00 each Table** \_\_\_\_\_ **Paid:** \_\_\_\_\_.

**Total Received:** \_\_\_\_\_ **\$** \_\_\_\_\_.

**Balance Due By:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ **Balance Due \$** \_\_\_\_\_.

**House Committee Representatives**

**If the Lessee pays in check(s), please place make copies of the checks, and place copies with this form. All monies (Cash or Checks) will then be placed in an envelope, with the Name of Lessee, Date, Amount collected, and the **HCR**'s name, on the front, and given to the Quartermaster. All paperwork shall then be placed in the Hall Rental folder!**

**House Committee Representative:** \_\_\_\_\_ **Date:** \_\_\_\_\_.