RENTAL CONTRACT

Saco Grange # 53
168 North St. Saco, Maine 04072
visit us on Facebook: Saco Grange 53
207-831-5784
sacogrange53@gmail.com

Name: _____ Date:_____

Address: _____
Street

_____
City *State* *Zip*

Phone: Home: _____Wk:_____ Cell: _____

Person in charge during event:_____
Name *Phone*

E-mail Address:_____

DESCRIPTION OF COMPANY/ORGANIZATION *(IF APPLICABALE)*

Please Circle One if Applicable: NON-PROFIT FOR PROFIT

Name of Organization:_____

Purpose of Organization: _____

DESCRIPTION OF EVENT

Event Date(s): _____Estimated Attendance: _____

Type of Event: _____

Set-up will begin at: _____ Guests arrive at: _____

Cleaned up and out by: _____

Will you need refrigerators? YES NO

Will you need gas stove/oven or cooking? YES NO

Will alcoholic beverages be served? YES NO

Will amplified music be played? YES NO DJ? YES NO

Saco Grange Hall No. 53

168 North St, Saco, Me 04072

CONTRACT AGREEMENT

I, _____ of _____ (Lessee) agree to the rental Saco grange #53 on _____(day of week) , the of _____ (date) _____(month)_____(year) ,
for the amount of $_____ .

The rental agreement rules are to assure the Saco Grange Hall No. 53 that the building and grounds are left in satisfactory condition. Renters shall be responsible for the total cost of repair and/or replacement for all actual loss or damages to the building and/or its contents.

RENTERS MUST CLEAN UP THE ENTIRE BUILDING IMMEDIATELY FOLLOWING THEIR EVENT. ALL OR A PORTION OF THE CLEANING/DAMAGE (RENTAL) DEPOSIT MAY BE WITHHELD FOR ANY DAMAGE OR FAILURE TO CLEAN UP AFTER THE RENTER'S EVENT.

The undersigned, herein known as the Applicant, understands and agrees that he or she or the organization that he or she represents shall assume all risks for loss, damage, liability, injury, cost or expense that may occur during or as a result of the use or occupancy of the Saco Grange Hall No 53. The Applicant further agrees that in consideration of permission to use the Grange Hall No 53, he, she or the organization will save and hold the Saco Grange Hall No 53 and/or their officers, board members and volunteers free and harmless from any loss, claims, liability or damages, and/or injuries to persons and property that in any way may be caused by the Applicants use or occupancy of the building, or the use of alcoholic beverages by Applicant and guests while using or occupying the building. The Applicant further agrees to be personally responsible for any damage sustained to the grounds, building, furniture or equipment as a result of occupancy of the Saco Grange Hall.

My signature certifies that all information I have provided on the application is true including that regarding the use of alcohol and that I am at least 21 years of age. I understand and agree that any misstatements or omissions of material fact herein, may cause forfeiture of my deposit. I hereby accept and agree to the terms as set forth above and to all the terms set forth in the rental agreement forms attached hereto.

The use or consumption of alcoholic beverage is discouraged. If alcohol is served, Lessee is required to include liquor liability as part of the Certificate of Insurance. (Caterer may provide this document.)

If Saco Grange 53 is required to employ an attorney to enforce this Agreement, the undersigned agrees to pay Saco Grange its costs, including without limitation a reasonable attorney's fee, whether incurred before trial, at trial, or upon appeal.

_____

PERSON RESPONSIBLE FOR RENTAL DATE

Saco Grange # 53
RENTAL FEES

MAXIMUM OCCUPANCY LIMIT IS 80 PERSONS

SECURITY DEPOSIT $50.00 All cancellations must be made within 10 business days. Reservations not canceled within 10 days will result in a forfeiture of the SECURITY deposit.

Both Saco Grange 53 members and non-members may rent the facilities. Rentals may vary based on membership status and day of the week as described below:

Daily HALL Rentals (upstairs is not available at this time)

Friday, Saturday and Sunday fee schedule:

Rental fee:	$150 per floor for 4-6 hours
Security Deposit/Cleaning:	$50

Monday thru Thursday fee schedule:

Rental fee:	$$ depends on type and length of event
Security Deposit/Cleaning:	$50

The use or consumption of alcoholic beverage is discouraged. If alcohol is served, Lessee is required to include liquor liability as part of the Certificate of Insurance. (Caterer may provide this document.)

Annual Rentals

Saco grange reserves the right to alter fee schedule for any long term rental agreement.

The security/cleaning deposit will be returned providing the facility has been cleaned and no damages result from the use of the facility.

Note: There is no trash service; all trash must be hauled away by the renting party.

Please email sacograange53@gmail.com
for reservations and information.

_____

PERSON RESPONSIBLE FOR RENTAL DATE

Saco Grange # 53

RENTAL AGREEMENT RULES

THESE RENTAL AGREEMENT RULES ARE TO ASSURE THE Saco Grange Hall No 53 THAT THE BUILDING AND GROUNDS ARE LEFT IN SATISFACTORY CONDITION. RENTERS SHALL BE RESPONSIBLE FOR THE TOTAL COST OF REPAIR AND/OR REPLACEMENT FOR ALL ACTUAL LOSS OR DAMAGE TO THE BUILDING AND/OR ITS CONTENTS.

RENTERS MUST CLEAN UP THE ENTIRE BUILDING IMMEDIATELY FOLLOWING THEIR EVENT. ALL OR A PORTION OF THE CLEANING/DAMAGE DEPOSIT MAY BE WITHHELD IF ALL OF THE FOLLOWING CONDITIONS ARE NOT MET.

REQUIREMENTS FOR A FULL REFUND

- ✓ RENTERS MUST OBSERVE MAXIMUM OCCUPANCY LIMIT OF 80 PERSONS
- ✓ A PERSON AT LEAST 21 YEARS OF AGE MUST BE PRESENT AT ALL TIMES.
- ✓ RENTERS SERVING ALCOHOL MUST ENSURE THAT ANYONE CONSUMING ALCOHOLIC BEVERAGES IS AT LEAST 21 YEARS OF AGE.
- ✓ REMOVE ALL DECORATIONS FROM THE HALL , KITCHEN & BUILDING & ROAD SIGN
- ✓ CLEAN REST ROOMS. (Pick up debris and empty trash)
- ✓ SWEEP AND DAMP MOP FLOORS (DO NOT USE BLEACH OR DETERGENTS!!) MOP, BROOM, AND BUCKET ARE STORED IN THE KITCHEN.
- ✓ CLEAN KITCHEN INCLUDING STOVE, SINKS, COUNTERS AND FLOORS.
- ✓ RENTERS MUST TURN GAS VALVE OFF ON THE STOVE.
- ✓ EMPTY ALL TRASH INTO CANS LOCATED ON PREMISEAND REPLACE TRASH BAGS IN ALL CONTAINERS. BAGS ARE LOCATED UNDER THE KITCHEN SINK.
- ✓ PICK UP LITTER AROUND AND IN FRONT OF THE BUILDING AND SURROUNDING AREAS.
- ✓ RETURN ALL TABLES TO POSITION AND PLACE THEY WERE TAKEN FROM.
- ✓ TAKE ALL LEFTOVER FOOD HOME AND LEAVE NOTHING IN FRIDGE.
- ✓ REMOVE ANY HELIUM AND/OR PROPANE TANKS FROM THE PROPERTY.
- ✓ LOCK DOORS AND LEAVE ON COUNTER IN THE KITCHEN. FAILURE TO RETURN KEY WILL RESULTS IN A $10.00 PENALTY PER DAY UNLESS OTHER ARRANGEMENTS HAVE/ARE MADE.
- ✓ THE HALL IS A NO SMOKING FACILITY. IF LESSEE ALLOWS SMOKING OUTSIDE THE HALL AT THE EVENT, LESSEE WILL SUPPLY A NON-FLAMMABLE CONTAINER OUTSIDE FOR CIGARETTE DISPOSAL.
- ✓ DECORATINGOR COVERING THE LIGHT FIXTURES IS NOT PERMITTED.

EACH UNCOMPLETED REQUIREMENT MAY RESULT IN A DEDUCTION FROM YOUR CLEANING/DAMAGE DEPOSIT. ANY ADDITIONAL FEES CHARGED BY THE HALL'S CONTRACTED CLEANING SERVICE WILL ALSO BE DEDUCTED FROM THE CLEANING/DAMAGE DEPOSIT.

I understand and agree to all the above referenced requirements and fully understand that failure to complete any/or all tasks will result in a partial or complete forfeiture of my security deposit.

_____

Signed Date

Saco Grange Hall No. 53
DEPOSITS AND CANCELLATIONS

- An application and security deposit of $50.00 is received at the time of reservation.
- Applicant must be at least 21 years of age.
- The security deposit must be paid by the time the keys are received, along with your rental fee.
- You must give at least ten day (10 days) cancellation notice in order to be refunded the $50.00 reservation deposit.
- If all conditions and requirements are met, the cleaning/damage deposit will be refunded. Deposits are returned by mail within 10 days after the event.
- There will be a $20.00 charge on all returned checks.

ALL EVENTS

- Renters are required to have a person at least 21 years of age on the premise at all times during the rental period. Failure to have a person of age on the premise will result in the event being shut down and all persons removed from the property by the York County Sheriff's Department or the Maine State Police.
- Keys to the building will not be distributed without a copy of the rental contract agreement. NO EXCEPTIONS.
- All music must drop to acceptable levels after 11 pm.
- All events must end prior to midnight and the building cleaned, vacated and locked no later than 1 AM. Failure to vacate the building by 1 AM will constitute a breach of this contract and result in a forfeiture of the Cleaning/Damage Deposit.
- No liquor sales will be allowed without a proper license from the State of Maine and Town of Saco. The Saco Grange #53 prior to issuing the keys to the building will require a copy of the liquor license or insurance.

Please remember to be considerate of the neighbors. The hall is located in a residential neighborhood. Excessively loud music is a disturbance and the sheriffs' department may be called upon to act.

MAXIMUM OCCUPANCY LIMIT IS 80 PERSONS.

_____

PERSON RESPONSIBLE FOR RENTAL DATE