

**American Legion Post 72 Rental Agreement
345 Legion Drive
Warrenton, VA 20186
540-347-1967**

Name: _____ Organization: _____
Address: _____
Home Tel: _____ Cell: _____ Work: _____
Rental date: _____ Rental Time: _____ Number of Guests: _____

Damage/Cleaning Deposit: \$200.00(Required)
Rental Fee Member: \$250.00(4 hours)
Rental Fee Non-Member \$450.00(4hours)
Bartender If Needed \$20.00 per hour
Setup: \$50.00
Tear Down: \$50.00
Alcohol: Yes: _____ No: _____ Need permit if yes

Conditions of use:

- 1) **Use of Premises:** Tenant shall use the premises solely for the purpose of :
- 2) **Setup and Cleanup:** Tenant is responsible for removing all waste from the facility, as well as returning room back to its original order unless setup and teardown service was purchased. All music must be shut down by 9:00pm. Facility must be cleaned up and tenant must be out by 10:00pm.
- 3) **Alcohol:** Alcohol is permitted with a banquet Permit, available from the VA ABC. This permit must be presented to the American Legion prior to the event and be displayed throughout the event. No alcohol is permitted outside.
- 4) **Conduct:** Tenant is responsible for the conduct of their guest and any damage or loss caused by guests. There is to be no loitering outside or on the steps.
- 5) **Non-Sufficient Funds:** Tenant shall be charged \$50.00 for each check that is returned due to lack of funds.
- 6) **Indemnity:** Regarding use of premises, to the extent permitted by law, tenant agrees to indemnity, hold harmless, and defend landlord from and against any and all losses, claims, liabilities, and expenses, including but not limited to attorney fees, which landlord may incur in connection with tenant's possession or use/misuse of the premises.
- 7) **Dangerous Material:** Tenant shall discuss with the landlord the use of any and all flammable materials, (candles, etc.). Tenant shall not have on premises any explosive items that might be considered hazardous by a responsible insurance company.
- 8) **Verbal/Written Agreement:** No written or verbal promise shall be honored unless documented within the text of this lease agreement or attached addendum.
- 9) **Deposit will be refunded by check after all monies and party have been cleared. (1-2 weeks max.)**

Cancellation Policy: If the event has been paid for and then cancelled, (14 days prior), all money, with the exception of the non-refundable security deposit will be returned within 14 business days. If the event is cancelled after that, 50% of the money will be returned, minus the security deposit.

Agreement: I hereby approve the rental agreement and all the terms herein. I have read the conditions of use and the cancellation policy, understand the requirements, and agree to comply with all conditions.

Date: _____ Signature: _____