



ONE-TIME CONTRACT

Rental Dates Required _____ to _____

Organization _____

Name _____

Phone _____

Email _____

Name _____

Phone _____

Email _____

Days and Times					
Mon		AM PM	to		AM PM
Tue		AM PM	to		AM PM
Wed		AM PM	to		AM PM
Thu		AM PM	to		AM PM
Fri		AM PM	to		AM PM
Sat		AM PM	to		AM PM
Sun		AM PM	to		AM PM

Rental Rates		Rate	Qty	Total
Facility	Full Day	\$ 360.00		\$ -
	Half Day	\$ 185.00		\$ -
	Hourly	\$ 60.00		\$ -
Kitchen including dishes	Full Day	\$ 125.00		\$ -
	Half Day	\$ 100.00		\$ -
Board Room With Computer/Monitor	Full Day	\$ 125.00		\$ -
	Half Day	\$ 75.00		\$ -
Large TV and Computer	Full Day	\$ 100.00		\$ -
	Half Day	\$ 55.00		\$ -
Coffee Machine with Coffee and Filters	Full Day	\$ 75.00		\$ -
	Half Day	\$ 40.00		\$ -
Coffee Machine bring your own Coffee and Filters	Full Day	\$ 50.00		\$ -
	Half Day	\$ 30.00		\$ -
BBQ with Propane	Day	\$ 275.00		\$ -
Date Paid _____ Receipt # _____	Total Rental Cost			\$ -

A separate license is **required** if you are serving alcoholic.

You **must** give a copy to Golden Age Society and **display** your license during your event.

Seating Capacity Green Room	With Tables and chairs: 56	Chairs only: 60
Seating Capacity Main Room	With Tables and chairs: 65	Chairs only: 100

RENTOR OBLIGATION

The facility shall be rented to the above with all paid for designations provided and shall rent the facility in good condition.

RENTOR OBLIGATION

To leave the facility in the same condition in which it was received. The **RENTOR** agrees to:

- notify the **RENTOR** as soon as possible of any facility malfunctions or damaged property.
- any damage or loss incurred while the facility is in the care of the renter shall be the renter's responsibility.
- any damage or loss incurred while the facility is in the care of the renter shall be paid for or replaced by the renter to the satisfaction of the rentor.
- Renter agrees to use **ONLY** that part of the facility named in this contract.

RENTOR RESPONSIBILITY (Deposit of \$300 may be used if failure to follow these responsibilities)

- TO leave the facility in the same condition as when it was rented to you.
- Disposing of garbage and recycling cans and bottles as instructed.
- TO lock all doors and windows, turn off all lights and set alarm as instructed.
- TO carry, not drag/slide tables and chairs across the floor.
- TO use the chair dolly, stack max 5 chairs high with the same style (no arms/arms)
- TO not fix items on surfaces without permission.
- TO not prop open outside door(s) due to heating/cooling of facility.
- TO use facility **ONLY** for the agreed purpose of this rental.
- TO use dishwasher/sterilizer only as directed and assumes full responsibility if damaged.

TERMS OF PAYMENT

- Cash deposit (\$300) in advance. Paid Date _____ (GAS int) ____ Returned Date _____ (Renter int) ____
- Subsequent rental payments to be made as arranged and recorded with the office.
- Facility is to be used only for the specified activities agreed to of this rental. Activities are:

- This contract may be changed or cancelled with 2 weeks' written notice by either party.
- Cash deposit of \$300 returned when rental contract ends or may be applied to new rental contract provided there is no cause to use the deposit.
- Your rental does not give you exclusive rights to the facility. It may be necessary for staff or members to have building access during your rental time. Please ask for more information.
- In case of an emergency call Advanced Security (867-668-6995 Acct# 83-02-7365)

I have read and agree to the terms of this rental.

Name of Renter

Golden Age Society

Date _____
Authorized Signature

Date _____
Authorized Signature