

APPLICATION FOR RESERVATION

Group/Person _____ applies to rent the American Legion Post 104 on ____/____/____ date.

RENTAL TIME

8:00 a.m. to 9:30 p.m. full day price + deposit \$ _____

8:00 a.m. to 2:30 p.m. half day price + deposit \$ _____

3:00 p.m. to 9:30 p.m. half day price + deposit \$ _____

Main Hall \$150.00

Kitchen \$75.00

Auxiliary Room \$50.00

Date signed ____/____/____ Contact Person _____

Address _____

Phone (_____) _____ 2nd phone (_____) _____

I/WE accept the following conditions of this rental contract.

1. **NO Alcoholic Beverages, NO Gambling and NO Pets will be permitted on the premises.** This is a **NON-SMOKING** facility. Smoking is permitted outside of building. No wall hanging, (Flags, emblems or pictures) are to be taken down for any reason. No confetti, glitter or rice to be used in building or on the premises.
2. You are responsible for any damage to the building or building contents. If damage is determined by Post representative, you will be notified of such damage within 48 hours. You will be given an assessment as to the extent of the damage, the cost of repair or replacement. You will be expected to reimburse the Post. **Repair rate is \$25.00 per hour plus materials.**
3. **Kitchen and all areas or rooms utilized must be cleaned and left in the same condition as found.** (SEE SAMPLE PICTURES ON THE WALL IN MAIN HALL) All trash must be in plastic bags, tied and put into the green receptacles outside the kitchen door.
4. Payment must accompany this contract, check or cash in the amount shown on the contract to American Legion Post 104. No refund will be given for cancellation within 7 days prior to date reserved. Your deposit will be refunded within 7 days, if no damage is incurred.

Over

