



**FARRELL-HUBER**

**AMERICAN LEGION**

1165 RIVER ROAD

**POST No.116**

EDGEWATER, NEW JERSEY 07020 (201) 886-9705



**BANQUET HALL RENTAL AGREEMENT**

I(We) \_\_\_\_\_

agree to the following terms and conditions for rental/use of the AMERICAN LEGION FARRELL HUBER POST 116 Banquet Hall.

**GENERAL**

I (We) are responsible for the conduct of my/our guests. With the exception of typical wear and tear, I understand that I/We are liable for any damage to the facility, equipment, or property as the result of my/our event. I/We also understand that failure to meet all rental conditions will void my/our rental agreement and that the AMERICAN LEGION FARRELL HUBER POST 116 may reschedule and use the Banquet Hall on my/our scheduled event date.

I/We agree that we have rented the hall until 12:00 (midnight).

I/We agree that NO person under 21 years of age will be served any form of alcoholic beverage. I/We also understand that if any of my/ our guests provide any person under 21 years of age with an alcoholic beverage that I/We will be held responsible for their actions.

I/We understand that I/We are responsible for the cleanup of all decorations. No nails, staples or permanent adhesives can be used to decorate the hall. The hall must be returned to the same condition as when it was taken.

**I understand that if a sponsor member of AMERICAN LEGION FARRELL HUBER POST 116 find the undersigned in violation of any of these terms, said affair will be terminated immediately and all monies will be forfeited.**

**RESERVATION DEPOSIT**

An advance deposit of \$350.00 is required to guarantee the Hall reservation. My/our request date is not held for my/our use until AMERICAN LEGION FARRELL HUBER POST 116 receives the deposit. This deposit is NOT TRANSFERABLE to another date. At the discretion of AMERICAN LEGION FARRELL HUBER POST 116, this amount may be partially or fully refunded due to unusual circumstances. The total amount of the Hall rental is due on the day of the rental before you use the hall. The cost of any and all repairs and replacements caused by my/our guests will be added to your final bill.

**HALL RENTAL FEE**

Hall Rental Fee: \$700.00. The fee for the use of the Banquet Hall is due prior to the start of my/our event.

**CLEANUP**

Clean up of all decorations is required after the event has ended. The Legion is responsible for cleaning the floors and removing the tables and chairs used for the event.

**DECORATIONS**

Decorations may only be hung with easy to remove tape. Absolutely NO spray crazy-string, confetti, or any type of glitter may be used.

**SEATING**

Tables and chairs will be provided for seating in the hall up to (and not above) 125 persons.

Renters Signature \_\_\_\_\_ Printed Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ Driver's License# \_\_\_\_\_