



Aromas Community Grange
P.O. Box 562, Aromas, CA 95004
Corner of Rose and Bardue
 831.277.8194

GRANGE STANDARD FACILITIES RENTAL AGREEMENT

Name(s): _____

Address: _____

Telephone: _____ Cell Phone: _____

Email: _____

I/We hereby enter into this agreement with the Aromas Community Grange #361 for the use of the Grange Hall:

On Day: _____ Date: _____ Start Time: _____ Finish Time: _____

Event: _____

Number of attendees: _____ (Maximum 200)

Will beer and/or wine be served? Yes No If Yes, Security Addendum is required.

Will you have amplified music? Yes No If Yes, Amplified Music Addendum is required.

I/We agree to pay the following rental fees:

Full Hall	All Day	\$1,000
Fireside Room only (25 people max)	All Day	\$600
	1-4 Hours	\$75/Hour
Kitchen only	All Day	\$200
	1-6 Hours	\$35/Hour

Additionally, I/We agree to pay the following cleaning/security deposit:

If serving beer and/or wine (hard liquor, including tequila, is prohibited)	\$500
If not serving alcohol of any kind	\$300

Evidence of hard alcohol at your event may result in the loss of your security deposit.

You are responsible for the safety of the hall and the behavior of your guests, including children.

Confetti, glitter and chocolate fountains are not allowed in the Grange Hall.

Fees are due upon the following schedule:

Upon reservation of the facility	Half of the rental fee
3 Weeks before the event	Security deposit plus balance of rental fee

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Additional requirements:

Liability Insurance:

- All renters are required to provide Liability Insurance in the amount of \$1,000,000, naming the Aromas Grange #361 as additional insured. *Proof of coverage must be on file three weeks prior to the date of the event.*

Licensed Security:

- If there will be more than 75 attendees and/or you are serving beer and/or wine, you must provide private licensed security guards (2 if more than 150 attendees are expected). *A signed copy of the Security Addendum must be on file three weeks prior to the date of the event.*

Amplified Music:

- Amplified music (live or recorded) is restricted to 80 decibels or less as measured at the street. The music must stop at 10pm, without exception. All equipment is the responsibility of the renter or contracted provider. It is the responsibility of the renter to ensure that the DJ or other music provider is aware of the 80-decibel limit. *A signed copy of the Amplified Music Addendum must be on file three weeks prior to the date of the event.*

Read and initial each clause to signify your acceptance:

I/We agree to the following terms and conditions:

Cancellation: _____

- If the Aromas Grange representative is notified at least 30 days in advance of the reservation date, the down payment will be refunded. If the event is cancelled with less than 30 days notice, the deposit will be forfeit.

Renter Presence: _____

- The person signing this agreement must be present at all times during the event. Additionally, there must always be at least one English-speaking person present.

Alcohol: _____

- Beer, wine, and other beverages with less than 4.5% alcohol content by volume are the only forms of alcohol allowed on the premises. Hard liquor, including tequila, is prohibited and evidence of such may result in immediate cancellation of the event and forfeiture of the deposit. Serving of alcohol must cease one hour before the close of the event. Beer (from kegs) must be served only in the kitchen to avoid spillage on the wood floors. *The Grange reserves the right to contact authorities if deemed necessary for any violations.*

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Smoking/Drugs: _____

- No smoking is permitted within the Grange Hall. No recreational drugs are permitted anywhere on the property, including the parking lot.

Publicity: _____

- Any publicity done by a group renting the Grange Hall must make it clear that the advertised event is being sponsored by that group and not the Aromas Community Grange.

Parking: _____

- In no case shall private property be trespassed upon or used for parking. All parking shall be limited to Grange property or public streets. Please do not block Grange neighbors' driveways!

Decorations/Walls/Floors: _____

- Decorations may be attached to walls with blue painters tape only. NO staples, tacks, or nails are allowed. All decorations must be removed from walls and ceilings at the end of your event. Renters must furnish their own stepstool/ladder. NO tape is to be used on the floors. *Renters are liable for any damage to the facility.*

Displayed artwork: _____

- The Grange Hall serves as a gallery for displaying the works of local artists and craftspeople. These are one-of-a-kind items. Renters are responsible for replacement value of damaged or missing artwork unless prior arrangements have been made for removal of said items. Without prior consent, no art, decorations, or displays are to be removed.

Cleaning/Security Deposit: _____

- The cleaning/security deposit will be refunded if the hall is left clean and without damage to the floors, walls, furniture, etc. If excess cleaning is required after your event, the cost of said extra cleaning will be deducted from your deposit at the rate of \$25/hour. If there is damage to the hall or the property, repairs will be deducted at the rate of \$35/hour plus costs of materials.

At Close of the Event:

Furniture: _____

- All benches, tables, and chairs should be returned to their original position, unless otherwise agreed upon. Please lift furniture, DO NOT DRAG OR SLIDE to prevent damage to the floor.

General Cleaning: _____

- All spills and sticky spots should be cleaned up immediately, especially on the wood floors. Tables, kitchen counters and appliances must be wiped clean, the refrigerator emptied, and all floors swept.

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Trash/Recycling: _____

- There is no trash/recycling service at the Grange Hall. Renters are responsible for removing all trash and recycling from the premises (inside and outside), including the kitchen and bathrooms. *The Grange strongly encourages recycling.*

At the close of the event, the rental contact person must be notified by phone or text. _____

- They will meet renter at the Hall for an inspection. Within 48-72 hours a determination will be made concerning the security/cleaning deposit. All or a portion of the deposit will be refunded within 30 days.

In any case, all clean-up must be completed no later than 11:30pm. Please be respectful of the neighbors and keep the noise down during clean-up.

The undersigned agrees to the above terms and conditions of the Grange Hall facility use and shall be responsible for the behavior of all attendees of this rental event, including minors. The undersigned shall be honest in their dealings with the Aromas Community Grange and promise to treat its members, the Hall, and the neighbors with courtesy and respect. The undersigned agrees to be responsible for any damage to the property of the Aromas Community Grange resulting from activities for which the premises are being used, normal wear and tear excepted. Where applicable, the undersigned understands that failure to leave the facility clean and in the condition in which it was found will result in all or partial loss of the security and cleaning deposit. The undersigned further agrees to hold the Aromas Community Grange harmless from any claim or legal action resulting from injuries or property damage sustained by any person or any other entity resulting from any activities for which the premises are being used.

VIOLATION OF THIS CONTRACT MAY RESULT IN IMMEDIATE CANCELLATION OF THE EVENT AND FORFEITURE OF ANY AND ALL FEES AND DEPOSITS.

Renter's name and signature

Date

Grange representative's name and signature

Date