

Owner: Loyal Order of Moose
Findlay Lodge # 698
1028 West Main Cross Street
Findlay, Ohio 48540

Hall Rental Agreement

User Information:

Name: _____ Phone: _____ Phone 2: _____

Address: _____

Type of Function: _____ Date of Function: _____

1. For purposes of this agreement hereinafter the Loyal Order of Moose shall be referred to as the owner and the renter the user.
2. In consideration of the sum of \$ _____ the owner agrees to allow the user access to the facilities at the above mentioned address from _____ to _____ on ____/____/____. The maximum number of guest is 283 inside the Lodge.
3. The facilities shall include the hall, lavatories, and the parking lot at 1028 West Main Cross Street Findlay, Ohio 45840.
4. A non-refundable insurance fee of \$150.00 is required if alcohol will be served. TIPS trained server(s) will be provided by the owner but paid for by the user. The user and the server(s) shall work out the details of the payment arrangements prior to the rental date.
5. A refundable deposit of \$150.00 is required prior to the date of the rental. The deposit will be refunded in its entirety if the user leaves the hall in a clean and orderly fashion.
6. The user shall be responsible for hall set up with the owner's assistance. No signs or decorations shall be taped, stapled, or tacked to the walls. The user will ensure that all tables and chairs are cleaned off and that all garbage and trash is removed from the building and placed in the owner's dumpster. The owner will see to the general clean up of the hall including the floors and lavatories. Failure to follow these procedures will result in the forfeiture of the aforementioned deposit.
7. The user shall be held liable for all damages to the facilities caused by themselves or their guests. The owner reserves the right to insist any or all guests leave the premises.
8. No gambling is permitted.
9. The user shall confine their activities to the hall area and Beer Garden only. No alcohol shall be taken out-side of the hall unless in a controlled area. The owner will provide an area outside of the building for smoking purposes. All cigarette butts shall be placed in appropriate containers. There is no smoking in the building.
10. Music and consumption of alcohol shall be discontinued at midnight.

11. You may have your event catered. Access to the walk in cooler is included in the cost of rental.
12. All alcohol served will be provided by the owner. Alcohol pricing shall be finalized at the signing of this contract.

(Agent of Owner)

(Date)

(User)

(Date)

Addendums: _____
