

RULES FOR RENTAL OF EAGLES #2234 BACK HALL, OTTAWA, OHIO

**PLEASE NOTE:** Hall rental fee is for day of rental only.

1. NO ALCOHOLIC BEVERAGES purchased outside will be permitted to be carried into the building. All beverages such as whiskey, beer, wine, pop etc. must be purchased through the Eagles. Renter must let the Lodge know 2 weeks before rental date as to what kind and how much they will need. This will allow time for ordering, delivery and proper cooling.
2. No alcoholic beverages shall be opened or consumed outside the building. This includes sidewalk, parking lot, etc. The Band must stop playing at midnight; also the consumption of beverages must stop at midnight.
3. PER AERIE LIQUOR LIABILITY INSURANCE- ALL ALCOHOL MUST BE SERVED BY AN EAGLES BARTENDER (\$11.00 HR.). Renter is responsible for the conduct of all guests. Renter agrees to abide by all laws and rules and regulations regarding the furnishing of alcoholic beverages. Renter further agrees to protect and indemnify the Eagles Lodge from any and all claims including, but not limited to personal injury or property damage brought by third parties against the EAGLES LODGE arising out of renters use of the hall, including the furnishing of alcoholic beverages. Bartender must be 21 yrs of age.
4. EAGLES LODGE #2234 will not be responsible for any food or other items that are left or stored at the facility overnight. The EAGLES LODGE #2234 will not be responsible for any items that are lost or stolen.
5. NON-MEMBERS are not permitted in the Club Room. Members may not carry drinks from the BACK HALL to the Club Room.
6. DECORATIONS: Check time with Management regarding time to decorate.
7. Entertainment such as bands and D.J.'S must stop by 12:00 a.m.

Guarantee Hall for previous day decorating. \$50.00 extra charge.

NO STAPLES OR TACKS ON WALLS OR TABLES.

NO SCOTHC TAPE ON WALLS. NO FURNACE TAPE (YOU MAY USE MASKING TAPE)

NO DECORATIONS HANGING FROM CEILING TILE OR CEILING GRIDS.

DO NOT DRAG TABLES ACROSS THE FLOOR. THEY MUST BE PICKED UP AND MOVED.

There will be an additional \$100 clean up fee.

Check with Lodge Management if you have any questions.

Eagles Lodge opens at 10:00 a.m. Monday thru Saturday, 12:00 on Sundays.

8. NO SPARKLES OR CONFETTI TO BE USED IN DECORATING
9. GROCERY DELIVERIES AND COOKS: Use of the kitchen and grocery deliveries on day before must be cleared with Management. If approved, they may not be before 2:00 p.m. NO EXCEPTIONS! Kitchen and all equipment must be left as you found it. If we need additional cleanup after the rental date you will be charged.
10. RULES FOR CLEAN UP clean off tables and chairs. Put tables and chairs back in store room that you got out. This must be done by 12:45 a.m. Everyone out by 1:00 a.m. STATE LIQUOR LAW.
11. Air conditioning – If needed, is included in the rental price. Building is climate controlled. DOORS MUST REMAIN CLOSED while hall is being used.

I have read all of the above rules. I understand that nay violations of these rules will be subject to an additional charge at the discretion of the officers and management of the Eagles Lodge. Or termination of the Rental Agreement at the Lodge's option.

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Renter

Any balance due to the Eagles Lodge should be sent to  
FRATERNAL ORDER OF EAGLES #2234  
135 WEST MAIN ST  
OTTAWA, OHIO 45875  
TEL: 419-523-6637

