

**William M. Martin Post 725
Veterans of Foreign Wars
19852 Wolf Road
Mokena, IL 60448
708-479-5022
Hall Rental Agreement**

Deposit and Rental Fees

- ✓ A security deposit is required to reserve either hall. The security deposit must be paid in cash form. Personal checks accepted two weeks prior to rental, no credit cards excepted. The security deposit is required to secure the date. Security deposit will be returned after inspection of hall.

**Security Deposit: Upper Hall..... \$150.00
 Lower Hall..... \$100.00**

- ✓ Rental fees are in addition to the deposit. Rental fees can be paid in the forms of cash or personal check. Credit cards are not accepted. The full amount of the rental fee must be paid seven (7) days in advance of the rental date.

**Five (5) hour hall rental: 12pm –11pm
 Upper Hall..... \$475.00
 Lower Hall..... \$150.00 (Without Bar)
 Lower Hall..... \$275.00 (With Bar)**

***Additional hourly rates are available for:

**Upper Hall..... \$65.00
Lower Hall..... \$20.00
Plus \$ 15.00 per hour for the Bartender**

I have read and understand the contents of the Deposit and Rental Fees section.

Renter's Initials

Date

Additional Terms and Conditions

- ✓ Decoration of the hall is dependent on the rental schedule and public bar use. No taping of decorations to the walls or ceiling allowed.
- ✓ The renters of the hall are responsible for any damages to the property and or furnishings of the V.F.W. post, its surroundings and for injuries arising from the actions of self or others.
- ✓ William M. Martin post 725 assumes no responsibility, personal liability or liability for stolen, lost, or damaged property.
- ✓ You are responsible for the removal of all decorations, rental equipment, and garbage. The dumpster is located in the back of the building.

- ✓ The post provides tables and chairs for your event. Everything else is the responsibility of the renter.
- ✓ Please wipe down the tables and chairs and any large messes on the floor after your event is finished.
- ✓ The use of any drugs is strictly prohibited on the V.F.W. post's property.
- ✓ We will deduct the cost of any repairs or additional cleaning from your deposit. We will bill you accordingly if costs exceed your deposit.
- ✓ Your deposit will be kept if the reservation is not canceled at least two (2) weeks before the scheduled event.
- ✓ A cooler is also available for your use.
- ✓ No nudity allowed!
- ✓ No outside drinks allowed. If special items are required please note in the miscellaneous area of the contract.
- ✓ The William Martin Post will provide uniformed police protection for premises if requested by the renter. The cost of which will be paid by the renter. The current cost for these services is \$75.00/hour.

I have read and understand the Terms and Conditions section.

 Renter's Initials

 Date

Miscellaneous/ Special Order Items

I have read the above information, accept as printed, and agree to the terms and conditions of V.F.W. Post 725. Furthermore, I understand that in signing this agreement I am held responsible for meeting and upholding all regulations in renting either hall. I understand that my whole deposit plus costs can and will be charged for anything deemed unacceptable by the post towards the rental agreement.

 Date

 Signature of Renter/ Person Responsible for Deposit

 Date and Time of Rental

 Renter's DL# or ID#

 VFW's Representative's Signature

 Renter's telephone number