

**American Legion Home**

**Rental and Rules**

**As of September 6<sup>th</sup> 2023**

**(all previous editions of rental agreement are obsolete)**

**RENTAL:**

-Hall Manager: Debbie Behlen, (H) 979-743-3329 or © 979-743-0298.

-Rates: \$300 per event, per day. A \$50 deposit is required to reserve the date of the rental. The remaining \$250 is payable upon pickup of key prior to the rental.

-An additional \$15 per day will be charged for use of the outside water faucet and/or outside electrical receptacle.

(The renting party is responsible for any and all damages done during their time of rental. Additional charges may be made for any damages)

Note: The Schulenburg American Legion McBride Post 143 is not responsible for any accidents, diseases thought to be contracted at the hall/grounds, or illegal acts by renters.

**Notes:** 1. Cancellations must be received 15 days prior to date of reservation in order for the deposit to be refunded.

2. There is no additional charge for air conditioning, heat, kitchen use, table covers , or cleanup.

**RULES:**

1. Pickup key from Hall Manager at mutually agreed upon time/place.

2. Plastic coverings may be used on tables to protect tops. If plastic coverings are used, the renter will place them on the tables.

3. Excess garbage, excessive need of cleanup will be at an additional charge to the renting party. For obvious abuse of the building or grounds, future rentals to the party may be denied.

4. Air Conditioning and Heat is controlled by the American Legion, do not attempt to readjust.

5. All lights and fans must be turned "off" before leaving.
6. No tape, nails, or other attachments may be used on walls or doorways. No holes may be made in walls or doorways.
7. All items must be removed from the refrigerator and the inside must be wiped clean. Do not attempt to use refrigerator that is locked.
8. No utensils are provided in the kitchen.
9. Ensure stove in kitchen is "off".
10. Building must be securely locked (check all doors) and key must be placed in drop box or returned to hall manager ASAP.
11. Inform building manager of any problems that may occur in the hall.
12. NO SMOKING ANYWHERE IN THE BUILDING! This includes the RESTROOMS!
13. Equipment that requires 240 volts to operate may not be used in the hall.
14. NO GUNS ARE ALLOWED ON THE PREMISES.
15. Renters are requested to exit the premises and lock the hall after 11 PM on the day of the rental. If an unusual circumstance occurs to where the renter and/or their party is still in the hall after 11 PM, the renter is required to contact the Schulenburg Police Department at 979-743-2677 and inform them.

**I AGREE TO THE ABOVE TERMS AND CONDITIONS AND WILL ENSURE ALL PERSONS THAT USE THIS FACILITY WILL ABIDE BY THEM.**

DATE: \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

SIGNED NAME: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_