



Eagle Lodge #19

Mailing Address:

Eagle Lodge #19, P.O. Box 1095. Hillsborough, NC 27278

Physical Address:

142 West King Street, Hillsborough, NC 27278

Rental Policies for Eagle Lodge #19's Masonic Hall

The historic Masonic Hall building, located at **142 W. King St, downtown Hillsborough, NC**, is available for a range of events including wedding receptions, baby showers, meetings, readings, concerts, lectures, and more.

Use of the Facility

Attendees are **strictly prohibited** from using tobacco, alcohol, or illicit drugs inside the building or anywhere on the property.

Rental of the Hall includes access to:

- Downstairs meeting rooms
- 1 stocked restroom (downstairs, includes soap and paper products)
- Kitchen facilities, including refrigerators, stove and utilities
- Tables and chairs

The **Upstairs Lodge Room** and adjoining **Preparation Room** are **not available** for non-Masonic events.

Capacity

The Hall allows a **maximum event capacity of 50 attendees** for safety, comfort, and compliance with recommended occupancy standards; seating is available.

Parking

Parking on the lawn is **strictly prohibited**, except for brief loading and unloading. All guests must use **street parking or nearby public parking decks**.

Rental Fees and Eligibility

- Standard rental rate is **\$100 per hour**, with a **two-hour minimum**.
- The rental period begins at the agreed-upon meeting time when an Eagle Lodge #19 representative(s) unlocks the building, and ends once all items have been removed and a Lodge member completes the closing checklist (see below for checklist) and secures the building.

- Private, non-Masonic events hosted by Masons or Masonic-affiliated individuals are eligible for a **flat-rate fee of \$100 per day**, the closing checklist must also be completed.
- Public events hosted by nonprofit or community organizations may qualify for **no-cost rental** if Eagle Lodge #19 is listed as a **sponsor or co-host** on all marketing materials.

Renter Responsibilities: departure checklist

Before departure, renters must complete the following:

- Bag all trash and place it in the outdoor bins behind the building.
- Wipe down all tables.
- Sweep all rooms used during the event.
- Wash any dishes or utensils used. Supplies are under the kitchen sink.
- Turn off the water valve under the sink.
- Wipe down all surfaces.

A Lodge member will review and confirm completion of these tasks during the closing walkthrough.

Contact Information

For inquiries or to request a reservation, email help1823@gmail.com.

For any questions please call: Jim Cone: 919-384-5305

Payment Information

Please make your check out to: **Historic Eagle Lodge Foundation**.

Acknowledgement - Renter Signature(s)

Sign here: _____