Hall Contact:
Renee Wilson
810-240-2435

FAIR HAVEN - FOE # 2784
HALL USE CONTRACT

$100 deposit must be paid and contract signed to secure your date.

(Responsible Party or)
Member Signature:_____Date:_____

Phone # (Home)_____(Work)_____

Date of Party:_____Type of Party:_____

~ Cancellation to be made a minimum of 14 days prior to the party or deposit will be forfeited.
~ Hall is available from 12 to 1:00 a.m. In 6-hour increments.
~ Last call will be no later than 12:45 a.m. No alcohol after 1:00 a.m. Hall must be vacated by 1:30 a.m.

All Michigan LLC laws apply:

- F.O.E. # 2784 will not be responsible for loss of any articles or damage to vehicles incurred on the premises. No decorations will be permitted without the written permission of the Trustees. No tape is to be used, L.C.C. laws apply. Minors must be accompanied by an adult.
- In case of any disturbance, parties will be asked to leave or police will be called.
- COMPLAINTS: Any complaints are to be presented to the Board of Trustees in writing.
- NOTE: The party using the hall is responsible for admittance control of guests to avoid any possible party crashers and any damages or breakage and vandalism.

RENTAL RULES:

1. Hall Capacity - 150 maximum.
2. Hall use permitted for Aerie 2784 members only or non-members sponsored by a member. Members must be present at the function and will be held responsible for the hall and all activities and guests.
3. Hall use is based on six-hours. Security deposit to be refunded after clean-up inspection.
4. Kitchen is to be clean and orderly after the function.
5. All personal items to be removed by noon the following day.
6. Total payment due ten (10) days before party. ($50 fee for late payment)

ABSOLUTELY NO alcohol served without a bartender.
ABSOLUTELY NO alcohol taken outside the hall or fenced pavilion area
ABSOLUTELY NO outside alcohol allowed in the hall.

FEES:

A. Deposit for hall reservation is a minimum ..... $100.00 _____
B. ◆Hall use for Friday or Saturday ..... $300.00 _____
C. ◆Hall use for Sunday through Thursday ..... $250.00 _____
D. ◆Additional hall time cash bar $50.00 per hour, open bar $100.00 per hour, to be paid at time of function
E. Hall use by Non-member sponsored by a member ..... $400.00 _____
F. Bartender fee ..... $ 75.00 _____
G. Kitchen use includes the use of the refrigerator if space is available, oven and burners. Kitchen use does not include the use of the deep friers, grill, steam table, utensils, dishes, condiments or carry-out containers. ..... $ 50.00 _____
H. Linen use per table (std. round or long) ..... $7.00 - $10.00 _____

TOTAL ..... _____

NON REFUNDABLE DEPOSIT ..... _____

BAL. DUE ..... _____