

VFW POST 1534 Joseph L Stone
1 Clubhouse Dr
Desert Hot Springs, CA 92240



HALL RENTAL AGREEMENT

1. VFW Post No, 1534 reserves the right to refuse service to anyone.
2. The post is a SMOKE-FREE facility. Smoking is not allowed in the building or within 20 feet of any outside door or window. Cannot consume marijuana on our premises due to Federal regulations.
3. All renters and guests will adhere to all posted rules as well as local, state and federal laws.
4. All alcoholic drinks and beverages must be purchased at the canteen and to remain inside the facility.
5. The renter of the facility is responsible to have a licensed security guard present for each fifty (50) people attending the party or function. The Post will provide a list of authorized Security Agencies.
6. The Renter must pay a deposit to hold the specific date for the event so that we can secure your event. Also this deposit is refundable after all remaining parts of this contract are met.

7. Charges to rent the facility are:

	<u>Non-Member</u>	<u>Member/Veteran</u>
Wedding rental both Halls and reception	\$ <u>700.00</u>	\$ <u>600.00</u>
Birthday parties both Halls	\$ <u>700.00</u>	\$ <u>600.00</u>
Meeting rental per hall 3hr	\$ <u>200.00</u>	\$ <u>100.00</u>
Rental of Kitchen	\$ <u>400.00</u>	\$ <u>350.00</u>
Bar rental	\$ <u>200.00</u>	\$ <u>100.00</u>
Cost of Bartender	\$ <u>100.00</u>	\$ <u>50.00</u>
Deposit for holding date for event	\$ <u>200.00</u>	\$ <u>150.00</u>
Audio and visual	\$ <u>100.00</u>	\$ <u>50.00</u>
Chaplain or priest	\$ <u>150.00</u>	\$ <u>100.00</u>
Outside rental 4hr	\$ <u>300.00</u>	\$ <u>200.00</u>

8. Renter is to check the facility when opening and closing:

- If kitchen is used, kitchen floor must be swept and mopped.
- Check condition of stove and oven – clean, no grease, turned off properly.
- Trash to be taken to the dumpster.
- Restrooms clean, trash picked up and emptied, countertops dry
- If bar is being used ensure that all glasses are washed and sterilized, that bar countertops are cleaned. Any use of equipment will need to be cleaned and put in the proper place.
- Tables and chairs to be cleaned and placed in original location.
- Outside area needs to be cleaned all trash picked up if renting outside.
- All tables and equipment outside needs to be put back to its original state with all equipment cleaned.

Note: Hall rental above have a 4hr time length. If you feel that it will go over the schedule time there will be an \$50.00 hr charge for additional hour.

9. Catering prices for Venue's food:

- Taco buffet: Carne asada, chipotle chicken tacos / Quesadillas / Nachos / Tortillas / Salsa's / Beans / Mexican rice / Price for this buffet: \$12.00 a plate.
- Spaghetti Dinner: Angel hair pasta / marinara sauce / Garlic bread / Meat balls / Garden salad / Price for this item: \$12.00 a plate.
- Rib Dinner: Commanders Ribs 4 bones / Baked beans / Mini corn on the cob / Garden salad / Mini corn bread muffins / Price for this Item: \$16.00 a plate.
- Salmon Dinner: Salmon served with tomato, capers, green onion sauce / Normandy steamed vegetable / Wild rice / Garden salad / Dinner roll / price per item: \$16.00 a plate.
- BBQ package buffet: Tri tip / Pulled pork / New York steak / Mashed potatoes / mini corn on the cob / steamed vegetables / garden salad / mini corn bread muffins / hamburger bun for pulled pork / price for this item: \$40.00 a plate.

If you have other foods which you would like our catering service to prepare, prices will be in the range of \$9.00 - \$40.00 per plate of food. Please let us know what you would like us to do for you, to make your event is the best. We need at least a 2 week advance notice of what your event food choice will be. Please provide the number of people that will be eating at your event. Deposit will be asked for at time of signing contract for catering services.

Renter will be asked to pay for their price per plate at signing of their contract to ensure that we have their event staffed and paid for.

When utilizing our catering for our VFW Post we do charge for our staff.

- Each staff member that is serving will be paid \$10.00 per hour.
- We will ensure that the staff that are employed for your event will not be over staffed.
- Chef fee is \$150.00 for the full use of the event. Any additional staff for cooking will be \$40.00.

10. Maximum Capacity: Main Hall can hold 110 people including the bar area. 88 in just the dining area. Second building can hold up to 80 people.

Note: If damages occur or premises are left in an unacceptable condition, costs to repair or clean will be taken from the security deposit. If these costs exceed the amount of the deposit, renter will pay the difference. You will be asked to place a credit card down when you arrive the day of your event.

Renters are responsible for fires, theft and any damages occurring during or as a result of the event.

Any cancellation of this event and rental agreement must be at least fourteen (10) days prior to the scheduled event. If cancellation is less than fourteen (10) days, the renter understands that the security deposit will be forfeited.

I, _____, understand that VFW Post 1534 is released from any and all responsibility or obligation that can occur directly or indirectly resulting from this event and any losses incurred by renter or guests will be their sole responsibility.

Name: _____ Event: _____

Veteran/Member No: _____ Organization: _____

Organization: _____ Non-profit YES ___ NO ___

Address: _____

Telephone: _____ Rental Amount: _____ Deposit: _____

Renters Signature: _____ Date: _____

Credit Card Number: _____ EXP Date: _____

House Committee Chairman Signature: _____

Canteen Manager Signature: _____

Post Commander Signature: _____