



P. O. Box 52 Westminister, MD 21158

clubinfo@wrswimandsocialclub.com

Westminister Riding Club Banquet Hall Lease Agreement

Contract # _____

Westminister Riding Club (the Leaser), 366 North Colonial Avenue, Westminister, MD 21157, agrees to reserve use of the specified facility for the undersigned (the Lessee) as follows:

Company Name: _____

Name: _____

Address: _____

Occasion: _____ Date: _____ Time of Event: _____

Approximate Number of Guests: _____

Rental Fee: \$ _____ Deposit: \$ _____ Rehearsal Fee: \$ _____

Alcohol Served: Yes No Snow Removal Fee: \$125 applies 11/1-3/30

Exclusive Catering by KC Elite Hospitality, LLC Please Initial _____

1. A security deposit in the amount of \$250 (for weddings) or \$150 (for non-wedding events) is due at the time the lease agreement and reservation is complete. This is refundable 14 days post-event if all requirements were met. _____
2. All deposits are collected at the time the lease agreement and reservation are complete. A deposit of 50% of the rental fee is due at contract signing to reserve the date of the event. The balance must be paid within thirty (30) days prior to lease date. A \$50 late fee will be assessed after that date.
3. Deposits are non-refundable. In the event that the Lessee must cancel, any amount paid beyond the deposit will be refunded if the Leaser is notified before 30 days until the event. If a cancellation occurs within thirty (30) days of the event, then no money will be refunded. _____
4. The facility may not be used for any purpose, which in the judgement of WRC Board of Directors is contrary to the law or By-Laws of the club or decency or good morals or is otherwise improper or detrimental to the reputation of WRC. The By-Laws can be reviewed at www.wrswimandsocialclub.com The Lessee agrees to abide by the conditions for use of the facility and equipment as established by the Leaser from time to time, including rules pertaining to building access, security, parking, signage, rest room use, food, room changes, weather related items, etc.
5. Lessee shall be responsible to pay the Leaser for any damages to or breakage of the Leaser's property arising from Lessee or their contracted vendors use of the premises, negligent or otherwise.
6. Lessee will not permit anything to be done in the premises or bring or keep anything therein, which will violate the insurance policies on the premises, WRC By-Laws or governmental laws, regulations or ordinances. The Lessee shall indemnify the Leaser for any loss or expense incurred by the violation of this covenant. It is specifically agreed that the Lessee is solely responsible for any necessary licenses

and/or permits and for compliance with all applicable laws and regulations, including those regarding service of alcoholic beverages and food if applicable.

7. Lessee is required to provide General Liability insurance as follows:
 - a. **General Liability insurance is required for all events. Insurance coverage should be provided at a minimum of \$1,000,000 and may be obtained through the Lessee's homeowner's insurance policy or through an individual special event policy. Westminster Riding Club's insurance does not provide coverage for claims against the Lessee. Evidence of liability insurance must be submitted to the Leaser 30 days prior to the event.**
 - b. **County permits are required when alcohol will be sold at the event.**

Please initial _____

8. The Leaser makes no guarantees as to the availability, adequacy, or performance of any non-commercial kitchen equipment.
9. The Lessee must use the tables and chairs supplied with the facility. No equipment may be removed from the building.
10. The commercial kitchen equipment including the combination stove/oven, fryers, and dishwasher is only to be used by KC Elite Hospitality staff members.
11. The Leaser is not responsible for articles of clothing or other personal property or equipment lost, stolen, forgotten, or damaged during or as a result of the use of the premises.
12. The Leaser is not responsible for the security, adequacy or condition (in case of inclement weather) of the parking lot.
13. If the event cannot be held on the scheduled date due to a national disaster or pandemic, WRC will honor via postponement/reschedule to another agreed upon date within 2 years of the original event date. No refunds! (reschedule only)
14. Lessee will indemnify and hold harmless the Leaser (Westminster Riding Club) from any and all liability, claims and suits, by reason of personal injuries occurring to any persons on or about the premises, and agrees to assume all risks of loss injury or damages of any kind or nature from any cause to any goods, merchandise, chattel or other property now or that may hereafter be on the premises, whether belonging to Lessee or others, arising out of Lessee's use of the property.
15. Upon receipt of a deposit in the specified amount and the signing of this document, the date will become firm. If deposit and/or signature are not received, the Leaser may lease the premises to other parties.

Leaser:

Westminster Riding Club Representative: _____

Signature: _____ Date: _____

Lessee:

Name: _____

Address: _____

Phone Number: _____ E-Mail: _____

Signature: _____ Date: _____

Payment Schedule:

Security Deposit: \$ _____ Payment Type _____ Due at Contract signing

First Payment: \$ _____ Payment Type _____ Date: _____

Balance: \$ _____ Payment Type: _____ Due By: _____

Balance Due 30 Days before Event

Club Manager's Signature: _____

Date received: _____

Return signed contract and deposit to:

WRC

PO Box 52

Westminster, MD 21158

Please make checks payable to WRC.

We also accept Zelle and PayPal using wrclub@comcast.net Thank you!