



# HINDU SOCIETY OF EASTERN WASHINGTON

2100 Bombing Range Road • West Richland, WA 99353  
Phone (509) 492 2173 • Email: hsewrichland@gmail.com  
*(A Federal Income Tax Exempt 501(c) (3) Organization)*

## RENTAL APPLICATION AND AGREEMENT FOR THE USE OF THE HSEW FACILITY

Please complete the entire application or indicate n/a if not applicable. All information must be typewritten or printed legibly in black or blue ink.

Date: \_\_\_\_\_

Contact Name/Group Representative: \_\_\_\_\_

Street Address: City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_ e-mail \_\_\_\_\_

Rental Purpose: \_\_\_\_\_ Estimated Attendees: \_\_\_\_\_

Date of Event (mm/dd/yy) \_\_\_\_\_ Hours: From \_\_\_\_\_ to \_\_\_\_\_

### **Rental fees for the HSEW Facility's Main Hall (capacity 215 persons)**

	<b>HSEW Members</b>	<b>Non-Members</b>	<b>Eagle Scouts with prior service to the HSEW</b>
<b>4 hours or less</b>	\$400 (cash or check) \$412 (PayPal)	\$450 (cash or check) \$464 (PayPal)	\$150 (cash or check) \$155 (PayPal)
<b>4 to 8 Hours</b>	\$550 (cash or check) \$567 (PayPal)	\$600 (cash or check) \$618 (PayPal)	Not Applicable
<b>Security Deposit (refundable)</b>	\$200	\$200	\$200

**NOTE:**

- The temple kitchen is currently unavailable due to Covid 19 restrictions
- The duration of rental is based on the entire time the facility is in use, which includes the time for setup, the main event and cleanup.
- Rental application approval is contingent upon availability of requested date(s)
- Rental Pre-Payments:
  - Reservation is confirmed with full payment of fees
  - Full payment is required with this completed and signed application
  - Checks made payable to HSEW or visit HSEW.org to make online payment
  - Checks with completed application may be mailed to 2100 Bombing Range Road, West Richland, WA 99353



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## TERMS AND CONDITION OF THE AGREEMENT FOR THE USE OF THE HSEW FACILITY

- Shoes shall be removed prior to entering the main hall. Shoes must be kept in designated area.
- No tobacco products, illegal and/or controlled substances, alcoholic beverages, non-vegetarian food (meat, fish and eggs) are allowed on the premises.
- Use of staples and nails are not allowed in the facility for decoration.
- All decorations shall be removed at the end of the event.
- Renter is responsible for setting up tables and chairs and putting them away after use, if applicable.
- All equipment and/or furniture used for the purpose of the event shall be returned to their original location and in their original state.
- All garbage and recyclables shall be removed from the premises immediately after the event.
- The facility shall be returned in a reasonably clean condition for the refund of security deposit.
- No personal or group property shall be left on the premises without prior permission.
- No flammables are allowed on the premises, inside or outside. Services of Fire and/or Police to satisfy the requirements of State or Local Statute, or if required by the owner, shall be the responsibility of renter.
- Damage to the property caused by the renter or his/her guests/representatives or any contractor or employee of the renter will be charged to the renter.
- The HSEW shall not be held responsible for any bodily injuries to renter or his/her guests.
- The HSEW shall not be held responsible for loss of personal property of renter or his/her guests due to damage, misplacement or theft.
- Representatives of the HSEW may enter the facility for inspection purposes without disturbing the event.
- The HSEW reserves the right to cancel the agreement with a two-week notice with full refund.
- If any part of the agreement including the intended use of the premises is violated, this agreement will become null and void and all pre-paid fees will be forfeited.
- The HSEW reserves the right to refuse the use of the facility without providing any reason.

**Facility Renter's Agreement:** I agree to abide by the terms and conditions of this agreement including any supplemental agreements, to keep and maintain the HSEW's property, to maintain security and to safeguard all equipment, furniture and valuables, and not allow unauthorized persons to enter or use the premises. Any infraction of this agreement may result in the loss of security deposit, denial of further use of the premises and/or cancellation of this agreement.

I, the undersigned, have received a copy of this agreement and understand the obligations as outlined in this application form.

Renter: \_\_\_\_\_  
(Signature and date)

\_\_\_\_\_  
(Print name)

Approved by: \_\_\_\_\_  
(HSEW President's signature and date)

\_\_\_\_\_  
(President's name)