



POCONO SUMMIT VOLUNTEER FIRE COMPANY

570-839-7241

www.psvfc.org

psvfc33@yahoo.com

Mailing Address:

5335 Hummingbird Dr.

Pocono Summit, PA. 18346

Physical Address:

5334 Hummingbird Dr.

Pocono Summit, PA 18346

HALL RENTAL AGREEMENT

The Lessee(s) shall pay to Pocono Summit Volunteer Fire Company (PSVFC) (otherwise referred to as "The Organization" or "Fire House") the sum of **\$100.00 Dollars** being here in after referred to as the "DEPOSIT". **The Deposit is paid at the time the contract is signed to hold your date. Deposits are non-refundable and is not part of the rental price. It is in addition.**

Meeting Fee: \$400.00

Monday – Thursday 4 hour \$400.00

Non-Profit fee \$300.00

Friday & Sunday \$500.00

Boy/Girl Scouts – Fee waived

Saturday \$600.00

**** Fee: Must be paid by Cash, Money Order, cash app, Pay Pal or Certified check. Sorry no personal checks will be accepted.**

Type of Event to be Held: _____

Person(s) or Name of Organization: _____ (Lessee)

Address: _____

Phone: _____ Contact Person: _____

Rental Date: _____ Set-Up Date: _____

Keys Issued: _____ Keys Returned: _____

Deposit Date: _____ Type of payment: _____

Hall Rental Fee will be \$ _____ .00 Dollars to be paid in full by _____ (DATE).

All Rental Payment will be made in full & in advance of the event with the keys not being assigned until that time.

(Payment received: _____ (date) Type: _____

Applicable Deposit will be returned only if the following conditions are satisfied:

- All Floors swept & Mopped (including Kitchen & Bathrooms)
- No property Damage
- All Garbage inside and outside placed in dumpster
- Furniture repositioned
- Table tops wiped down
- Renter must be on the premises for entire Event
- Spills Wiped up
- Lights turned off
- Kitchen Cleaned
- Doors Locked
- Key Returned