



# VETERAN OF FOREIGN WARS OF THE UNITED STATES

West Sacramento Post 8762  
905 Drever Street  
West Sacramento, CA 95691  
(916) 371-7245



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## HALL RENTAL AGREEMENT

Under the terms and conditions contained herein, the renter:

non-member     member

Print Name			Post 8762 Membership Number (if member)
Address			Contact Phone
City	State	ZIP	Email

Agrees to comply with and adhere to the attached copy of the Rules & Regulations of VFW Post 8762. The renter desires to rent the property for the following stated rental event:

Date of Event	From (Time)	To (Time)	Number of Adults	Number of Minors
Describe Event				

If the renter violates the Rules & Regulations of VFW Post 8762 or the rules established by the California Department of Alcoholic Beverage Control, as interpreted by VFW Post 8762, with regard to the furnishing, usage, consumption, movement or purchasing of alcoholic beverages, the event will be immediately shut down and all monies paid to VFW Post 8762 will be forfeited.

Renter Initial: \_\_\_\_\_

Renter is responsible for damage incurred to VFW property. Renter agrees to hold harmless VFW Post 8762, its employees and officers from any injury to any person or damages to any VFW property, including parking areas prior to, during or after the event. Renter is responsible for the conduct of all persons permitted on the premises by renter and to prevent any improper conduct, physical, verbal or otherwise. Renter acknowledges receipt of written VFW Post Rules & Regulations, understands them and agrees to abide by them.

Renter Initial: \_\_\_\_\_

## HALL RENTAL RULES & REGULATIONS

**RENTER:** Renter MUST be present during the entire event.

**PERMITS:** Non-members MUST acquire an event permit from West Sacramento City Finance Department. Receipts for same must be returned BEFORE the scheduled event, to the Hall Manager and attached to the Rental Agreement.

**SECURITY:** Some renters may be required to have licensed security as determined by the Hall Manager, who can refer renter to a security bonded company for renters who cannot provide their own security.

**CLEANING:** All decorations must be removed including attaching materials used. The parking areas and VFW grounds must be cleared of liter. *If the Hall Manager is satisfied that the halls, kitchen, parking area and grounds have been properly cleaned,* a refund of \$\_\_\_\_\_ will be returned to renter within 14 days, following the event.

**DECORATING:** Nails, staples, push pins or tape are NOT to be used to decorate. No open flame (including candles) is permitted. Renter is financially responsible for damages caused by use of any of the above. The side doors in the large hall must remain closed and clear at all times. You may use the doors to the south to access the yard and BBQ area.

**KITCHEN PRIVILEGES:** Renter must furnish all utensils pots, pans, etc. The VFW does not provide any cooking or food prep materials.

**ADMITTANCE CHARGE OR FEES:** Renter agrees not to impose or collect any admittance charges or entrance fees at locations leading into VFW property or parking areas without Managers consent.

**BEVERAGES:** Alcoholic beverages, soft drinks, juices, or water (canned or bottled), cannot be supplied by attendees. No beverage of ANY KIND purchased from the VFW may be taken outside the building/hall. Such actions are in violation of the Alcoholic Beverages Commission and will result in the immediate shut down of the event. If the renter desires to run a 'bar tab', there will be a 15% gratuity will be added to the bill.

**CANCELLATION:** Renter must advise the Hall Manager at least **60 days prior** to the event if the renter desires to cancel the event for any reason. Failure to comply with this rule may forfeit any or all deposits previously made at the sole discretion of the Hall Manager.

BY SIGNING THESE RULES & REGULATIONS, THE RENTER CERTIFIES HAVING RECEIVED A COPY OF SAME, HAS READ AND UNDERSTANDS ALL THE TERMS AND CONDITIONS OF SAME, AND THE RENTAL AGREEMENT. THE RENTER AGREES TO COMPLY WITH EACH AND EVERY TERM AND CONDITION CONTAINED IN BOTH DOCUMENTS.

Renter Signature	Date
Hall Manager or Bartender Signature	Date

For office use only \_\_\_\_\_

Main Hall
Side Hall
Kitchen
Multimedia
BBQ
Extra Bartender
Fellowship
Clean up
<b>Total Due</b>

Payments Received			
1	Amount	Date	Received By
2	Amount	Date	Received By
3	Amount	Date	Received By
4	Amount	Date	Received By