

# HAMLIN VETERANS ASSOCIATION RENTAL CONTRACT

Date of Event \_\_\_\_\_ Type of Event \_\_\_\_\_

Applicant's Name \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_ Cell # \_\_\_\_\_

\_\_\_\_\_ Non-Member \$200    \_\_\_\_\_ Non Profit \$100    \_\_\_\_\_ Member \$75 – check one organization  
 VFW    VFW AUX    AVA    AVA AUX    SOCIAL  
 (paid member for one year)

**Details:** Number of Total Guests \_\_\_\_\_ Guest Arrival Time \_\_\_\_\_ Setup Time \_\_\_\_\_  
 (Number of Guests under age 21 \_\_\_\_\_)

**\*Setup Time is 1 hour before Guest Arrival Time – contact booking agent for more time\***

**Gazebo:** I will be using the gazebo    Yes \_\_\_\_\_    No \_\_\_\_\_

**Bar:**    Cash \_\_\_\_\_    Open \_\_\_\_\_    Combo Cash/Open \_\_\_\_\_  
 (If you have any special requests please contact our Bar Steward, Duane at (757) 297-9735)

**Catering:** Business Name \_\_\_\_\_

Arrival Time \_\_\_\_\_

**Music:**    Yes \_\_\_\_\_    No \_\_\_\_\_    Set Up Time \_\_\_\_\_

**Grill:**    Yes \_\_\_\_\_    No \_\_\_\_\_

**It is very important that you read our post rental guidelines to insure your party is a success.**

**Please fill out, sign and return this contract with your 2 deposits (make checks payable to Hamlin Veterans Association) within the next 3 weeks of requesting your rental date to secure your reservation. If you have any questions, please call (585) 732-5279. Please mail to:**

**Patricia Urquhart  
85 Victor Lane  
Hamlin, New York 14464**

\_\_\_\_\_  
 (INITIALS)    **\*\*\*PLEASE INITIAL HERE TO SHOW YOU UNDERSTAND BY SIGNING THIS CONTRACT THAT YOU ARE REQUIRED TO BE IN ATTENDANCE FROM SET UP UNTIL CLEAN UP IS FINISHED\*\*\***

\_\_\_\_\_  
 (INITIALS)    **I have completed this contract, read and agree to the terms of the post rental guidelines.**

**Renter's Signature** \_\_\_\_\_    **Date** \_\_\_\_\_

For Office Use Only:

Hall Rental Fee	
2 <sup>nd</sup> Bartender	
Deposit	
Balance Owed	