REQUIREMENTS FOR USE OF FACILITIES

1. Complete application and provide a valid photo ID to be copied and kept with application.
2. By law no outside alcohol is allowed on the property. All alcohol must be purchased from VFW 7460. Upon request we will provide a bartender and cash bar set up.
3. If any person under the age of 21 is observed consuming alcohol on the property your event will be ended immediately.
4. By Federal law no marijuana use is allowed on the property. If any person is observed using marijuana or illegal substances on the property your event will be ended immediately.
5. We require the name and contact information for decorators and/or caterers you will be using for your event at the time of final payment.
6. You will contact a Post representative to schedule time for set up and decoration. Absolutely no glitter, confetti or open flame candles are allowed for decorating. Any decorators and caterers must remove all their equipment at the end of the event. No exceptions allowed without the approval of a Post representative. Anything left behind will be disposed of after 24 hours if not removed from the property.
7. You may provide your own music for the event. Music must end by 10 pm per local laws.
8. The Lessee agrees, at the scheduled times, to start the event and to vacate the premises.
9. Lessee is responsible for the conduct of those attending the event any excessive or disruptive behavior or fighting and your event will be ended.
10. Lessee agrees to be financially responsible for any damages done to the premises by Lessee or by Lessee's guests before, during, and after any events.
11. There will be a VFW representative on duty during your event. We reserve the right to request any person in violation of the above rules to leave the property as directed.
12. The VFW Post lounge area is closed to non-members unless they are sponsored by a VFW member in good standing
13. Event clean up: (Deposit will not be refunded if the space is not left as is you found it.)
    a) All tables used must be cleaned and returned to their original position.
    b) Empty trash and sweep floors in pavilion and indoor bathrooms, if used.
    c) All decorations must be removed.
    d) All trash should be taken out to the dumpster (we will provide trash bags).
14. Children are welcome. For their own safety, they must be supervised at all times. Adults will be responsible for any damages incurred by children.
15. **VFW Post 7460 is not responsible for damages or loss of any items brought to the premises.**
16. The Post has the right to require an insurance rider for events using jumping houses, water slides or any third-party rental equipment. The Post must be notified in advance if your event will include any of these items. We require a copy of said insurance rider within 5 days before your event.

Name of Lessee: _____

I, the undersigned Lessee, fully understand and agree to the requirements as listed above. Lessee accepts responsibility of any costs for damage to the premises during their event. Lessee agrees to protect indemnify and save Choptank Memorial VFW Post 7460 from any and all losses, claims, actions, costs, expenses, judgments, subjugation or other damages resulting from injury to any person or damage to property.

I fully understand and agree to all the above conditions for use of VFW Post 7460 facilities.

Signature: _____ Date: _____