



NORTH SHORE BEACH ASSOCIATION Community Building Usage Agreement

Please return this completed form with your \$250 deposit.

Rental Agreement

1. User agrees to be responsible for any damages done to the premises during the event, including incidental damages done by caterers, etc.
2. NSBA WILL NOT be responsible for damages or loss of merchandise or articles left in the building or in guest's vehicles, or for the actions of any persons during or after the event.
3. NSBA Firehouse, Will not be responsible for delivers and pickups.
4. If the NSBA is unable to fulfill this contract because of reasons beyond their control (disaster, acts of God, etc.), payments will be refunded and neither party shall have any further responsibility or liability.
5. If your event is cancelled for personal reasons, \$100 of the deposit will be forfeited.
6. User agrees to abide by all rules and regulations including clean up procedure. Payment in full is due 7 days prior to event.

Clean Up Procedure

\$100.00 of the deposit cannot be used towards payment of event. The \$100 will be refunded once cleanup procedures are completed and inspected.

1. NO CONFETTI OR RICE ARE TO BE USED INSIDE OR OUTSIDE THE BUILDING. We recommend bubbles outdoors for weddings.
2. Clean, fold and stack all tables and chairs in storage area. Use 2 people to fold and move the tables to prevent damaging them.
3. Remove all food, personal items, and decorations from the building.
4. Remove all trash from the premises (Inside and outside). Put trash in large trash cans outside the building.
5. Grounds must be cleaned as received.
6. Do not drive on grounds at any time, only park in parking areas. Do not park across the street or in front of houses.

General Rules

1. The building is 3,500 sq ft. Maximum Number of people in the building is 181.
2. Air Conditioning or heating must not be adjusted by user.
3. Table or Chairs must NOT be removed from the building without permission in writing from building manager.

4. Water from seafood boils must be disposed of away from the building, on the rocks adjacent to the public beach. Any other location results in forfeiture of the deposit.
5. No frying of any kind shall be done inside the building, or the deposit will be forfeited.
6. Park in the lots provided or along the fence on the same side of the street as the building.
7. Do not park across the street or in front of any residents' house.
8. Groups that exceed 50 people are required to have a professional Security Guard present. Contact STPSO detail office (985) 863-6516, detail@stpsso.com.
9. NO SMOKING inside the building or risk forfeiture of deposit.

Agreement

Name of Event: _____

Date of Event: _____

Sunset is at: _____

Estimated Attendance: _____

Event Coordinator: _____

Cell Phone: _____

Facilities

- ☐ Use of inside the building, restrooms, kitchen, parking
- ☐ Use of outside the building with access to restrooms inside, parking

Time Slots

For a wedding or other large event, you may need to purchase an earlier time slot for setting up.

- ☐ 7AM – 2PM \$700
- ☐ 5PM – Midnight \$900

Additional Event Supplies

- ☐ 15 Round 6-person 60" Folding Tables & 90 Chairs \$200
- ☐ 85" Flat screen Television, Sound bar \$50
- ☐ Portable PA System with Microphones \$50
- ☐ Colonnade Wedding Arch \$500

Partner Services

- ☐ Security (\$38/hr., 4 hr. min.) STPSO detail office (985) 863-6516, detail@stpsso.com
- ☐ Catering, crawfish boil, BBQ, servers, bar tenders See our list of partner vendors
- ☐ Table/chair covers, tents, drinkware See our list of partner vendors
- ☐ Live Music, DJs, lighting, entertainment See our list of partner vendors

Discount for North Shore Beach Association Members

A 20% discount is available one time per year for association members and their immediate family only.

Member Name

Cell Phone Number

Street Address in NSB

Email

Relationship to member:

- | | | |
|---------------------------------|---------------------------------------|---|
| <input type="checkbox"/> Member | <input type="checkbox"/> Son/Daughter | <input type="checkbox"/> Brother/Sister |
| <input type="checkbox"/> Spouse | <input type="checkbox"/> Parent | <input type="checkbox"/> Grand Parent |

Apply for North Shore Beach Association Member Discount

Organizations who have partnered or advertised with NSBA may receive discounts. Discounts cannot be combined.

Organization Name

Phone Number

Email

Total Cost

\$_____ Facility Rental

\$_____ Additional Supplies

\$_____ Less Discount

\$_____ Total Cost of This Agreement

Renter Signature

Signature:

Date

Name

Cell Phone Number

NSBA Signature

Signature:

Date

Name

Cell Phone Number

Deposit Paid

- ☐ Venmo
- ☐ Online at NorthshorebeachHOA.org
- ☐ Check



Event Paid

- ☐ Venmo
- ☐ Online at NorthshorebeachHOA.org
- ☐ Check

Deposit Refunded

- ☐ Venmo
- ☐ Check