



AMERICAN HOMESTEADING FOUNDATION, INC.

535 HAMMOCK ROAD
MELBOURNE, FLORIDA 32904
(321) 723-6042

The AHF Hall is Available for Your Event

The AHF Member Hall is available for rent when it is not being used for AHF events.
Contact the AHF Office for availability and to reserve your date!

AHF Hall Facilities Include:

- Main meeting room approved for up to 150 persons
- Lobby / reception area
- Kitchen with serving counter
- Restrooms
- Portable Worktables and Chairs
- Parking lot

Rental Schedule:

See Fee Schedule.

Facility Operation & Rules for Use

Doors and Building Security

All exterior doors must remain closed except for brief entry and exit. Hall must be securely locked at the end of the rental event and over-night for multi-day rentals.

Equipment Drop-Off and Pick-Up

Contact the AHF Office to request early access for equipment and supplies to be dropped off or picked up after the rental. Early and late access is on a best-effort basis depending on other hall use and office hours.

Access

For rentals that occur outside of normal office hours, a key must be picked up no earlier than two (2) business days prior to the scheduled rental and returned within 2 business days following the rental period.



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Member Present

Rental is a privilege of AHF membership. Member renters must be present during the entire event. If a sponsored non-member renter, the AHF Member must be present during the entire event. Children under 18 must be supervised.

Setup, Cleanup, and Condition

The facility must be left in the same condition as received. Any damages shall be reported and reimbursed. Trash must be taken out and tables and chairs returned to their original position. Don't leave food in the refrigerator. No smoking in the Hall.

Climate Control

The facility air conditioning system is set by the AHF staff. Do not attempt to access the thermostats without coordinating with the AHF Office.

Maintenance and Facility Issues

Any maintenance issues, damage, or facility concerns arising before or after AHF office hours shall be the responsibility of the Renter.

Insurance and Liability

Renter is responsible for its own acts and omissions in accordance with Florida law. Renter will be liable for any physical damage that occurs during their rental hours.

As a private, non-profit organization, the AHF reserves the right to limit events based on uses which are appropriate to the AHF mission.



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Hall Rental Agreement

American Homesteading Foundation (AHF) and

This Hall Rental Agreement (“Agreement”) is entered into by and between American Homesteading Foundation (“AHF”) and (“Renter”).

1. Facility

AHF agrees to rent the following facility to Renter:

Facility Name: AHF Hall

Address: 535 Hammock Road, Melbourne Village, Florida 32904

2. Purpose of Use (provide a brief description of the event for this rental)

3. Date and Time of Use

Date(s): _____

Time: From _____ to _____

Use of Kitchen?: Y / N

Request for drop-off/pickup access?: Y / N (specify details below)

Guest count 50 persons or more?: Y / N (see attached crowd manager information)

4. Rental Fee

Rental Fee: _____

Payment Due: At the time of contract

Checks Payable To: American Homesteading Foundation

5. Use Requirements and Facility Operations

See the AHF Hall Rental document for general rules and responsibilities. By signing this, you agree to the rules listed.

Cancellation

Once a date is held, there are no refunds, but renter may select another open date as available.

Governing Law

This Agreement shall be governed by the laws of the State of Florida.

Entire Agreement

This document constitutes the entire agreement between the parties.



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Rental-Specific Requests or Rules:

Signatures:

American Homesteading Foundation

Signature: _____

Name & Title: _____

Date: _____

Renter:

Signature: _____

Email: _____

Phone: _____

Date: _____