

VFW Post 1385 & American Legion Post 33 Hall Rental Fees and Agreement

\$200 for Tuesday, Wednesday or Thursday.
\$250 for Friday or Saturday.
\$300 for Sunday.

Post and Auxiliary Members in Good Standing pay 50% of the above rates.
Good Standing means dues paid up and attendance at 3 meetings in past 12 months.

Please read carefully and place your initials (*do not check*) to acknowledge each statement below.

- I am 21 years of age or older and will be present during the entire rental period.***
- Rental price above is for a 4-hour slot only; either noon-4pm *or* 6-10pm. You can have both slots for double the rate above (except for Sunday which is noon-4pm only).
- Kitchen use allowed for the reheating of already prepared food in ovens only. No exceptions.
- Renter is responsible for all guests, including children, and all damages.
- Renter must remove all trash from the hall and place it in the dumpster in parking lot.
- No beverages may be brought into the building (except for juice boxes/bottles for children).
- No alcoholic beverages can be removed from the building.
- No smoking, candles, or open flames. Birthday cake candles and Sterno are allowed.
- No push pins, tape or staples on walls. No confetti or glitter is allowed.
- All beverages must be purchased at the bar to include soda and water.
- A security deposit of at least 50% of your total rental fee is required to secure your event date.
- No Refund Policy: If you cancel within 21 days of your event, you agree to forfeit your deposit. If you cancel 21 or more days before your event, your deposit can be applied to a future rental.

Will you have Entertainment? Yes No If yes, write in type (DJ/Band/etc.) _____

Will you serve food? Yes No Will you use the kitchen? Yes No

Do you want a dedicated bartender? Yes No Will you have a caterer? Yes No
(NOTE: your caterer must register with the Uxbridge Board of Health at (508) 278-8600 ext. 8)

Please Print Your Name _____ Telephone _____

Function Date _____ Function Purpose _____

Will you need time prior to your event to set up? Yes No

NOTE: There is no charge for 30-45 minutes prior to your start. An hour or more is \$25 per hour

Set up time _____ Start Time _____ End Time _____ Estimated Total Guests _____

Your signature on the following page confirms that you have read and understand the terms of this rental agreement, take full responsibility for all damages caused by you and your guests, and you acknowledge that activities during rentals are not sanctioned, promoted or otherwise planned by the lessor (VFW & Legion). Our organizations are to be held harmless for all activities, actions and damages resulting from your event.

Signature of Lessee: _____ Date: _____

Signature of VFW Representative: _____ Date: _____

Printed Name of VFW Representative _____

Your Rental Fee Total is calculated using the rate listed on Page 1 \$ _____

Plus ... Kitchen Fee (if requested) \$50.00

Plus ... \$25.00 per hour for each additional hour before/after your 4 hour slot \$ _____

Equals ... Your Total Rental Fee: \$ _____

Minus Your Deposit (50% minimum is required): \$ _____

Equals Your Balance Due (on the day of your event): \$ _____

Your Receipt # _____

Please call 5 days before your function to confirm all details and arrangements. Our phone number is (508) 278-7540

Our Mailing Address is Post Office Box 204. Uxbridge, MA 01569

Thank you for choosing the VFW and Legion Hall for your rental needs.

Please note that our physical address is **13 Cross Road, Uxbridge, MA**. Be sure your guests know as there is also a Cross Street in Uxbridge which can cause confusion.