



Hall Rental Contract

Veterans of Foreign Wars Post 805 O'Fallon, Illinois

This contract is an agreement between the VFW Post 805, 223 W 1st Street, O'Fallon, Illinois 62269. (618) 624-6575 and (print name below)

_____ for the rental of the large and/or small halls.

Type of event _____

Date of the event _____

Start time (must be completed) _____

End time (must be completed) _____

Time you will be here for set-up

Set up and decorate the night before if available – *(not responsible for lost or stolen items)*
(Friday only available after 9:30 pm) Yes____ No____

Approximate number of guests _____

Large Hall only bartender needed. Yes____ No____
(request must be stated at time of contract signing or within 30 days of event)

All music **will** cease 30 minutes before closing.

Last call for all drink sales will be 15 minutes before closing.

All persons **must** be out of the hall by close of the building. No exceptions.

House use only (give customer copy of receipt and staple VFW copy to contract)
Paid: \$ _____ Amount Owed: \$ _____
Initial: _____

Fees/Rules (must read and initial)

_____ Rental Fees

Rental fees for use of the VFW Post 805 hall follow and are based on the charges set forth in the RENTAL AGREEMENT. All rental fees are due prior to the reservation event date.

_____ Confirmation

Reservation date is confirmed upon receipt of the security fee AND the signing of the RENTAL AGREEMENT. If more than one party is interested in a specific date, reservations will be done on a "first come, first served" basis. Payment shall be made by credit card or cash.

_____ Cancellation

VFW Post 805 will refund all fees, except **Security Fee** and Service Charges, for any cancellations made within 30 days of reservation date.

_____ Admissions Charges

You are **NOT** allowed to sell tickets to allow people to enter, unless it has been **PRE-APPROVED** by the VFW. IF you have not been approved to sell tickets, you will be asked to leave **IMMEDIATELY** and will NOT get hall rental fee returned. You will have to turn over any money from your ticket sales as a donation to the VFW Post 805.

_____ Smoking

Any smoking (including vape or e-cigs) is **not** permitted within any of the buildings at the VFW Post 805 or within the restrooms located on property. In accordance with State law, smoking will only be allowed in the designated smoking area outside of the building. Any smoking done inside the building will result in the forfeiture of the security deposit. If this law is violated, you as the renter will be responsible for any fines.

_____ Minors

NO renting for any parties for minors. The event **MUST** be used for adult use only. Minors are welcome, but those attending an event **MUST** be supervised at all times and are not allowed in the bar area for any reason after 9:00 pm. No child is allowed to belly up to the bar at any times while on these premises. They have to stay in the rental area. No minors are allowed within the gambling area.

_____Alcoholic Beverages

The use or possession of alcohol shall be confined to the PREMISES and shall be in accordance with all applicable State and City & County ordinances, rules and regulations. NO alcohol will be brought into the VFW Post for consumption. Gift bottles of alcohol will not be opened. All beer, liquor, wine, soda, ice and cups will be ordered from the VFW. The only exception will be a pre-approved champagne for a first toast. If items are ordered, such as beer, they must be paid in full, at least a week BEFORE the event. Any ½ barrels that have been tapped and any soda purchased in advance and not consumed during the event is charged for full price and becomes the property of the VFW. For any reserved untapped ½ barrels, there will be no charge.

_____Set-Up/Decorations

NO Glitter or confetti of any kind. No open flame. All candles must be in an enclosed container. Decorations must be removed immediately following RENTER's event, and must comply with governmental laws, rules, regulations and ordinances, including but not limited to, fire code regulations. No decorations will be allowed on the outside except for balloons and streamers. Any items left in the hall after the event will be thrown away, or become property of the VFW Post 805. The VFW Post 805 is not responsible for lost or stolen items used for setup prior to the event. **NOTHING ON THE WALLS!!** And state flags along the wall must remain in place,

_____Conduct

You as the renter are responsible for the conduct of all the guests during the event within the VFW Post and its property. VFW Post 805 reserves the right to terminate any event under the following circumstances:

1. Any misrepresentations by you or your organization as to the type of event that is being held, will result in all rental fees being due immediately, loss of security deposit and cancellation of the event.
2. The conduct of the guests attending the event presents a threat to the health and safety of the individuals, or could damage the Community Center or Surrounding properties.
3. Rules and regulations are not complied with.
4. NO activities contrary to any law or statute of the City of O'Fallon, or the State of Illinois will be permitted. You will be held liable for any infractions to public law.

Rental Fees:

Small Hall Rental

Small hall rental fee is \$250.00, includes security fee.

Large Hall Rental

Large hall rental fee is \$550.00, includes security fee.

Security Fee

A NON-REFUNDABLE security fee of \$100.00 will be due at time of signing contract.

Additional Items Offered for Hall Rentals

½ Barrel of beer \$130.00 (large hall rentals only) Not requested _____

Brand: **# of kegs:**

Bud Light _____ +reserve_____

Budweiser _____ + reserve_____

Miller Light _____ +reserve_____

Amber Bock _____ +reserve_____

Busch _____ +reserve_____

LEGAL AGREEMENT BETWEEN THE VFW AND THE HALL RENTER

The undersigned has fully read and agrees to the Terms and Conditions of the RENTAL AGREEMENT and hereby confirms payment of in the amount of \$_____ to VFW Post 805 for the engagement and usage of the hall. The RENTER agrees to pay \$_____ rental/security fee prior to the rental date (_____). If RENTER fails to pay in full by the rental date, RENTER's Credit Card will be charged remaining owed before the event starts.

Credit Card # _____ Exp Date _____ Security Code _____

If RENTER cancels within 30 days of rental date will result in forfeiture of the security deposit and the termination of this agreement. The RENTER hereby agrees to and assumes full and all responsibilities and liabilities for any damages, destruction, and/or losses incurred by VFW Post 805 during or as a result of the RENTER's engagement and usage of the hall. The RENTER also agrees that VFW Post 805 may assess charges to the RENTER for any damage, destruction or loss to the Banquet Hall property as a result of RENTER's usage of the Banquet Hall. The RENTER is responsible for the volume of music and control of alcoholic beverages in compliance to all city and state laws. Serving alcohol to minors will result in the event being closed down and local authorities being contacted.

Hall Rental Hold Harmless Agreement

In consideration of Banquet Hall Rental, I hereby release and hold harmless the Sgt. Charles Fricke VFW Post #805, its officers, directors, members, successors or assigns from all actions, suits, proceedings, contracts, judgements, damages, claims and/or demands whatsoever in law or equity; this applies to bodily injury incurred to you, (Renter), your guests, or property damages on these premises. You, (Renter), by signing below also hold harmless the above organization for bodily injury or death and property damage on or off premises with regard to accidents involving intoxicants. You, (Lessee), acknowledge by signing below, you hold harmless the above organization for accidents on or off premises for injury of death due to or resulting from consumption of alcoholic beverages and/or intoxicants. In addition, I hereby agree to reimburse the Sgt. Charles Fricke VFW Post #805 necessary expenses, attorney's fees or cost incurred in the enforcement of any part of this agreement within thirty (30) days after receiving written notice that the above organization has incurred them.

This contract has been entered on the _____ day of _____

Lessee printed name _____

Lessee signature _____

Address: _____

Two phone numbers required: _____

Contract written and approved by:

(Contract must be approved by the Canteen Manager or Hall Rental Chairmen)