

FIREHOUSE HALL
-EVENT RENTAL AGREEMENT-

Firehouse Hall has undertaken certain responsibilities as set forth below in reference to renting the Meeting Hall, hereinafter Firehouse Hall, and desires to rent to:

Hereinafter **Renting party**, the premises known as Firehouse Hall, located at 29210 SE AA Highway, Blue Springs, Missouri, 64014, under the following terms and conditions:

A. FEE SCHEDULE:

1. Cost of Rental (Holidays) \$600.00
2. Sunday-Thursday Rentals only \$375.00
3. Friday-Saturday Rentals only \$450.00
4. Security/Damage Deposit \$300.00(**cash-refundable**)

B. PAYMENT PROCEDURE:

1. All rental fees are to be *paid in full no later than (30) days* prior to the date of the event, as well as the security/damage deposit. **If all the terms of the cleaning and damage language are met**, the security/damage deposit will be refunded.
2. When reserving the Firehouse Hall, a **fifty percent (50%) non-refundable** deposit must be paid.
3. Weekly or Monthly rental fees may be negotiated.

C. RULES OF USE:

1. The Firehouse Hall is a **non-smoking** building – no exceptions.
2. The person or persons renting the Firehouse Hall must be at least twenty-one (21)
3. Renting Party will be responsible for all damages to the property (inside & out)
4. Renting party should survey the property prior to use and note damaged, inoperable, or unsafe areas, in writing, to the event representative.
5. Renting Party will be completely responsible for the conduct of their guests.
6. In the event of any problem or act of serious nature, Renting Party will use good
7. Judgment in the notification of the appropriate local authorities as well as contact the event representatives as designated on agreement.
8. During the hall rental period, Renting Party shall have access to and use only the main hall, restrooms, kitchen, and entry areas.
9. Approval must be obtained from Management before any decorations may be attached to the walls and ceilings of the facility.
Further, any and all decorations must be approved prior to the date of the event or could result in forfeit of security/damage deposit.
10. **No profit-making activities are allowed** (i.e. door charges, ticket sales).
11. The application for rental of the Firehouse Hall may be denied for any reason by management.
12. Use of Firehouse Hall for purposes other than those stated in the Rental Agreement, will result in forfeiture of the security/damage deposits as well as any deposit of the rental fee amount.

13. Failure to adhere to any listed condition in this Agreement may result in the forfeiture of all deposits paid and ineligibility for future use.

D. MAINTENANCE:

1. Renting Party is responsible for removal of all decorations, for picking up all trash and litter, and removing the same from the premises. This provision shall also include, but not limited to, all bathrooms and the parking lot.
2. The premises must be properly cleaned and vacated by 12:00a.m. or will result in Forfeiture of all security/damage deposits (**All trash inside and parking lot & decorations**)
3. Failure to clean return the premises to the original condition will result in forfeiture of the security/damage deposit.

E. ALCOHOLIC BEVERAGES/ILLEGAL DRUGS/WEAPONS:

1. Renting Party agrees that alcoholic beverages will not be provided to or consumed by **minors**.
2. Renting Party warrants and agrees that illegal drugs, firearms, weapons will not be allowed or used on the premises.

F. CANCELLATION:

1. For reservations cancelled no less than **60 days before** the scheduled event, Renting Party will forfeit the **fifty percent (50%)** non-refundable deposit of the rental fee Pursuant to the provisions of Section B(2), unless the original date of the rental can be rebooked for the rental by Management.
2. For reservations cancelled **less than 60 days** before the scheduled event, Renting Party shall be liable for the **full rental amount**, excluding the security deposit.

G. DEPOSIT REFUND:

1. Renting Party must remove decorations, belongings, & trash before the security/damage deposit will be refunded (parking lot included).
2. Upon completion of each rental, an event representative will check the facility. If there are no damages and clean up has been satisfactorily completed, and the event did not extend beyond the scheduled rental period (12:00 a.m.), Management shall return the deposit within fourteen (14) business days.
3. If the facility has been damaged, Management will notify the Renting Party of such damages.
4. Amount of damage will be determined solely by Management or its representative.
5. Damages and other deductions in an amount less than \$300.00 will be deducted prior to the return of any deposit.
6. Renting Party is responsible for reimbursing Management the cost of damages in excess of the \$300.00 security/damage deposit within seven (7) days of written notification by Management.

H. DECORATION GUIDELINES:

1. All decorations must be approved by the facilities manager/representative prior to the scheduled event. No glitter, confetti, hay/straw will be allowed.
2. No use of scotch tape, push pins, tacks, nails, etc. will be allowed anywhere on the premises.
3. After the event is over, decorations must be removed from all areas of the Firehouse hall, including windows, tables, etc.
4. Do not use rice to throw at wedding receptions; bird seed is highly recommended as an alternative.

I. CLEANING LIST:

1. The intent is for renters to leave the building and the grounds in the same condition as found.
2. Remove all trash sacks from the building and place in the dumpster provided outside the building.
3. Remove all personal items or equipment from the premises.

EMERGENCY TELEPHONE NUMBERS:

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|----|-------------|--------------|
| 1. | Mark Smith | 816-206-6990 |
| 2. | Kirk Lair | 816-935-4027 |
| 3. | Sam Persell | 816-935-4028 |
| 4. | Mike Stahl | 816-419-5983 |