

Crafton Volunteer Fire Department Hall Rental

8 Stotz Avenue – Pittsburgh, PA 15205
Contact: Mike Crown – 412-875-0022 ext.133 – 412-937-0517 – 412-475-0166

Hall Rental Contract

The Crafton Volunteer Fire Department has occupancy for no more than 144 people,

Date of Rental: _____

Name of Renter: _____

Address of Renter: _____

Phone Number of Renter: Home _____ Cell _____ Work _____

Rental Type: _____

Hours of Rental: **TBD** *including set-up and clean-up*

Non-Refundable Deposit: \$50.00 _____ received on _____

Additional Security Deposit required: \$ _____ payable by: _____

Rental Fee required: \$ _____ received on _____

1. The rental fee for the Crafton Volunteer Fire Department (CVFD) Hall is \$ _____. The rental fee includes the use of the room for a five (5) hour period on the day of the event, which includes set-up and clean-up time. An additional charge of 25.00 per hour will be imposed for each hour over the agreed upon period of time. The rental agreement covers the main hall area specified, with access to restrooms, kitchen and parking lot. All other areas are off limits.
2. In addition to the rental *fee*, there is a non-refundable clean-up fee of \$32.00 per rental. After the rental the table tops should be cleared on any debris, the kitchen counters and serving counter should be clear of any debris.
3. A minimum non-refundable deposit of \$50.00 is required to reserve the facility for your requested date. The CVFD may require an additional security deposit for certain events to include: weddings, bachelor parties, graduation parties and like events. Your addition security deposit is \$ _____. If not received by stated above; this contract will be void; date will be lost and refundable security deposit will be forfeited. The security deposit(s) are not to be used and will not be used as payment or partial payment of the rental fee. Payment of security deposit(s) *must* be submitted on a separate check; the security deposit maybe deposited and will be returned only after the CVFD deems that the facility was not damaged.
4. Payment of rental fee and any outstanding security deposits (if required) are due **two months** prior to the date of your event, which is _____.
5. If rental is cancelled, the renter will forfeit the security deposit(s) as liquidated damages,
6. All decorations that are attached to wall and/or ceilings must be removed without damage and cannot be done without the approval of the CVFD.

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7. The renter is responsible and shall reimburse the CVFD for any and all damage, loss, and/or liability incurred by the CVFD by the renter, guests, and/or persons contracted by renter to provide goods and/or services before, during or after the event. The signer of this agreement accepts full responsibility for any and all actions of the renter, guests, and/or persons contracted to provide goods and services before, during or after the event. **I have read and by signing this agreement agree to the terms and responsibility associated with this section and contract.**
8. The CVFD cannot and will not *be* responsible for any damage or loss of merchandise or personal articles left on the premises prior to or following the rental.
9. In accordance with the laws of the Commonwealth of Pennsylvania, the CVFD will not and does not permit or authorize the consumption of alcoholic beverages by anyone under the age of 21.
10. The CVFD is a SMOKE FREE facility. Smoking is prohibited within the building, Smoking by the renter or their guests will result in the loss of the security deposit.
11. The CVFD will provide a contact person for the date of your rental if any questions should arise, contact that person to assist you in your needs.

This agreement is a binding contract.

I agree to all of the above stipulations and requirements, I furthermore accept full responsibility of the said rental and guests.

Renter

Date

Michael J. Crown

Crafton Volunteer Fire Department

Date