



ABC t Sample
Rental Agreement

Date: _____

Person(s) or Name of Organization: _____ (Lessee)

Contact Person: _____ Address: _____

Phone Number: _____ Cell Phone: _____

Rental Date: _____ Set-up Date: _____ Rental Time In: _____ Rental Time Out: _____

Type of Event to be held _____

The Lessee(s) shall pay to the _____ the sum of \$_____.00 Dollars being hereinafter referred to as the "Deposit Amount." In the event that the reservation is cancelled by the Lessee without sixty (60) days prior written notice, the Deposit Amount shall be retained by the Organization as liquidated damages.

In addition to the Deposit Amount, a valid certificate of insurance indicating in force liability insurance shall be provided to the Organization at least ten (10) days prior to the event. (Received ? Date _____ Copy attached ?)

The total sum for the aforementioned event will be \$_____ to be paid in full by _____ (Date).

All Rental Payment will be made in full and in advance of the event with keys not being assigned until that time. Applicable deposit will be returned only if the following conditions are satisfied:

- Floors Swept
Spills wiped up
Lights off
No property damage
Garbage bags placed in hopper
Table tops washed
Doors locked
Furniture repositioned
Heat/Air conditioning thermostat set per instructions
Key returned to proper person

Once the event is held and the remaining clauses of this agreement have been, in the reasonable opinion of the Organization, properly executed, the Deposit Amount will be applied to any outstanding portion of the rental sum OR returned as overpayment within 15 days by the Organization. The following persons should be contacted if problems arise during the event: John Smith 555-0000 or Joe Deer 555-1111.

Event Restrictions:

- No illegal activities or drugs
No firearms
No taping, nailing or thumb tacking of decorations or signs to any wall, door or ceiling
All alcoholic beverages brought in must be served by bartenders assigned by the Organization. During the event the beverages are released to and to remain in the care, custody and control of the bartenders. The fee for the bartenders for the aforementioned event is \$_____ payable in addition to and in full with the rental fee. No alcoholic beverages may be removed from the building at any time.



RENTAL AGREEMENTS

- The premises leased and related services are described and limited as follows:

- The premises shall be used for the type of event described above and for no other purposes.

The Lessee shall be responsible for all persons who attend the function and shall ensure that all persons act in an orderly, responsible and safe manner. The Winery retains the right to terminate the event or expel any person or persons who are deemed to be unruly, unsafe, illegally or acting with dangerous behavior or who are in violation of any other clause of the contract.

In consideration of the leasing of the premises of ABC Winery (otherwise referred to as The Winery) to the undersigned, the undersigned hereby releases The Winery, its officers, directors, members and employees (collectively the "The Winery Parties") from any and all suits, actions, compensation, consequential and punitive damages, any and all property damage, personal injuries, illnesses, death resulting from any occurrence or accident that may occur as a result of or arise out of leasing or use of the described premises by the Lessee.

The undersigned hereby agrees to indemnify, defend and hold harmless The Winery Parties against any such claims brought by any person or entity.

Name of Lessee (print): _____ Name of Lessee (sign): _____

Name of Lessee (print): _____ Name of Lessee (sign): _____

For the Organization (print): _____ Signature: _____

Date: _____

Addendums (Initial each):

