

Phillips-Kleiner VFW Post 5627
5051 Branchville Road
College Park, MD 20740
(301) 474-3512

HALL RENTAL AGREEMENT

We offer two different rental rates for the use of our hall. The rate that a rental customer is charged is based on a number of factors and is determined on an individual basis.

Economy Rate:

This rate is usually reserved for smaller, daytime functions that do not require the use of the outdoor pavilion area and do not require extensive use of the kitchen and food storage facilities. Typically, the types of functions that qualify for the economy rate are baby showers, small luncheons, meetings, small wakes, etc.

The economy rate for hall rental is \$75.00 per hour for the first (4) four hours. For each additional hour after the first (4) four the rate will be \$50.00 per hour. There is also an additional charge of \$50.00 for the bartender on duty.

Regular Rate:

This rate is usually reserved for any function that requires the Post to stay open past our normal closing time of 9:00 PM, requires extensive use of the kitchen and food storage facilities, requires the use of the outdoor pavilion area and/or charcoal grill.

The regular rate for hall rental is \$100.00 per hour for the first (4) four hours. For each additional hour after the first (4) four the rate will be \$75.00 per hour. There is also an additional charge of \$50.00 for the bartender on duty.

Deposit:

A \$75.00 deposit is required for the hall 2 weeks prior to rental, along with a signed contract (see page 2.) The deposit will be returned to the renter upon clean-up after the function. It is the responsibility of the renter to make sure that the tables are cleaned off and all trash is deposited in the available trash cans. If the hall is not reasonably cleaned, the deposit will be forfeited. Deposit will be returned with 1 week notice of cancellation.

Rules and Regulations:

Renter(s) and guests are expected to abide by the rules of the Post concerning their conduct. The bartender is in charge at all times and guests that the bartender feels are out of hand will be asked to leave. No one under the age of 21 is allowed at the bar at any time, and we ask that minors be kept out of the lounge area. Minors must be off the premises no later than 9:00 PM

No alcoholic beverages may be brought into or on Post premises or property by renter(s) or guests. Renter(s) and guests may purchase beer and liquor in the lounge, be we ask that they be consumed in the hall so that members of the Post may enjoy their lounge. No beer or alcohol may be consumed outside of the building unless renter(s) and guests have requested the use of the pavilion behind the Post. Renter(s) and guests may not loiter in front of the building or in the parking lots consuming alcoholic beverages.

Any damage to the Post or Post property will be paid for by the renter(s).

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Renting Party's Information

Name

Home Phone

Address

Work Phone

City

Email Address

State

Zip Code

Date and Time of Rental

Quoted Rate for Hall Rental

Deposit Received

Yes

No

Post Representative

Renter

Renter

Date