

Fraternal Order of Eagles Aerie 3702

2645 Howard Street
Port Huron, MI 48060
(810) 982-5836 ext.4 FAX (810) 982-1588

PAVILION RENTAL AGREEMENT

Date:_____ Event:_____

Time of event:_____ to _____ Number of guests expected _____

A bartender is required and will be provided for all events. **No beverages are allowed to be brought into our facility.** All beverages must be purchased from the Fraternal Order of Eagles. Beverages may be purchased individually. Please ask for an alcohol price3 list. Minors are not allowed to consume any alcohol.

MEMBERS of 3702 Pavilion rental is \$200.00 up to 4 hours. Additional hours are \$50.00 per hour. A \$100.00 refundable security deposit is due upon contract signing.

NON-MEMBERS Pavilion rental is \$250.00 up to 4 hours. Additional hours are \$75.00 per hour. A \$200.00 refundable security deposit is due upon contract signing.

Full balance of rental fee must be paid 48 hours **BEFORE event.**

A Security Deposit is required at time of booking. All security deposits will be refunded within seven (7) business days after inspection of hall is found to be satisfactory.

Cancellation policy: 100% refund with at least five (5) day notice.

Number of hours to be rented:_____

Additional Staff needed _____
\$50 each additional bartender.

Pavilion rental amount due	\$ _____
Alcohol fee	\$ _____
Deposit fee	\$ _____
Total Amount Due	\$ _____
Date Paid in Full	_____

Print name to whom security deposit will be returned

Address where refund to be sent _____ **Zip Code** _____

Responsible Party contact number _____

Signature _____

F.O.E. 3702 Rep _____

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(Please sign both pages of contract)

Terms and Conditions

There is to be vehicles inside the fenced area. All gates must remain closed at all times unless loading or unloading.

At no time is there to be any grills, fire pits, or any other open flame item allowed inside the pavilion.

The Fraternal Order of Eagles Blue Water 3702 Aerie does not accept responsibility for personal property and will not be liable for items left by the contracting party or their guests. All decorations, displays and other items left after the function will be considered abandoned and disposed of.

Contracting party agrees to clean all tables and remove trash at the end of event and put in dumpster. Trash receptacles and bags will be provided.

All tables and other furniture must be returned to their original positions.

Conduct

Contracting party assumes full responsibility for the conduct of **ALL** parties in attendance of your event. This responsibility extends to bands and others hired to service the function by the contracting parties, and their equipment and vehicles. Absolutely no parking behind gated area. This area is to be used for loading and unloading only.

Children must be supervised at all times.

Failure to abide by these rules can result in the immediate termination of your event and automatic forfeiture of your security deposit..

Signature of responsible party

Date