

Italian American Club of Mahopac

Mail to: Box 931 (Do Not mail here:141 Buckshollow Road

Mahopac, NY 10541

(845) 628-1695

RENTAL AGREEMENT (Revised on October 31, 2019)

| | | |
|-----------------|----------------------|-----------|
| Name: | | |
| Address: | | |
| City: | State: | Zip Code: |
| Home Phone #: | Cell Phone #: | |
| Requested Date: | Start Time of Event: | |
| Type of Event: | # of Attendees: | |

Terms and Conditions

1. Rental date is not guaranteed until payment of rental is received in full on date of Booking.
2. All activity is limited to the upstairs chamber, upstairs kitchen, and restroom areas. Any access to other areas is **STRICTLY PROHIBITED** and may result in forfeiture of the security deposit.
3. **(Renter's Initials Here)**_____The Italian American Citizens Club of Lake Mahopac, Inc., (herein referred to as "The Club") or any member shall not be held responsible for any damages or physical harm both on and off the Club grounds caused by any person attending the function referred to by this contract because of the **consumption of alcohol or any prescribed or illegal drugs**. The person who has rented the Club by this agreement is **fully responsible** for these actions and **fully liable** for any ensuing damages and **MUST** be present at Club at all times.
4. The Club is not responsible for any physical harm to any attendees of the function while on Club property, which includes but is not limited to the parking lots and the Clubhouse.
5. The Club is not responsible for any damage or loss of personal property of any attendee of the event covered by this contract.
6. All signers of this contract must be at least twenty-one (21) years of age. Functions for persons under this age must be sponsored by a parent or guardian and the parent or guardian must be on site for the entire duration of the function. Failure to comply will result in forfeiture of the security deposit.
7. Bachelor/Bachelorette parties or parties of a similar nature are **STRICTLY PROHIBITED**.
8. The Club reserves the right to reject a rental request for **any reason**, without explanation.
9. The club will **withhold the return of the entire security deposit due to damage** to the interior and/or exterior of the club.
10. Flags, the banner, the podium or anything else belonging to the Club must be put back to original location.
11. **DO NOT THROW** any foreign objects into the toilets. Just bathroom tissue paper is to be used. Should a problem occur, the renter will be charged for repairs.
12. After the event's conclusion (**MUST BE SAME DAY**), the following **MUST** be done:
 - Tables opened and lined up on each side,
 - Chairs stacked upside down on top of the tables.
 - Bathrooms, stage and kitchen cleaned up thoroughly
 - All decorations removed and discarded
 - All papers picked up
 - Floors swept clean
 - Garbage in bags {renter supplied} carried to the outside dumpster area (On Right Side of building)

(SEE BACK)

Failure to do so will result in the forfeiture of \$300.00 or more from the security deposit for a cleaning fee. The Club will refund the security deposit only after it has been inspected by a representative of the Club and found to be in satisfactory condition. The determination of the condition of the club is the sole discretion of the **representative** of the Club who is inspecting the facility after the event.

13. Access to the club is **only** for the requested time and date on this contract. **Rental time is from 10:00AM until 12:00 Midnight.**
14. Any decorations that will be used for the event may only be placed on the day of the event and must be removed immediately after the event's conclusion. Failure to do so will result in a cleaning fee from the security deposit as stated in item 12 above.
 - No confetti may be used during the event
 - No decorations may be affixed on the walls – except in designated areas.
15. The use of nails or any similar object to decorate the club that will puncture a wall, both on the interior or exterior, is **STRICTLY PROHIBITED**. The use of these objects will result in the forfeiture of the **ENTIRE** security deposit.
16. Smoking inside Rental Hall is **STRICTLY PROHIBITED**.
17. Loitering inside or outside Rental Hall is **STRICTLY PROHIBITED**.
18. Payment for the rental fee may be in the form of cash or check. Payment of the security deposit must be made by **CASH ONLY and MUST be paid when the key is picked up.**
19. Any checks returned for **insufficient funds** will incur an additional fee of **\$50.00**.
20. A Club member that has rented the Club and signed this agreement must be present at all times at the event covered by this rental agreement. Failure to comply will result in a \$200 surcharge for non-member rentals.
21. **CANCELLATION POLICY:** The renter has the right to cancel. However, **fees are applied as follows:**
 - **4 weeks or less before the event – 100% of the rental fee will be charged**
 - **5 weeks to 8 weeks before the event – 75% of the rental fee will be charged**
 - **9 weeks to 12 weeks before the event – 50% of the rental fee will be charged**
 - **13 weeks or more before the event – 25% of the rental fee will be charged**
22. The Club reserves the right to cancel the reservation **at any time for any reason**. In this event, a full refund of the rental fee and the security deposit will be provided.
23. **WIFI :** **ID = IAC-WI-5G** **PASSWORD= IAC1695** (MUST be all CAPS)

Rental Fee and Security Deposits

| <i>Who is Renting?</i> | <i>Rental Fee</i> | <i>Check # or Cash</i> | <i>Security Deposit (In Cash)</i> | <i>Security Must be Cash</i> |
|---|-------------------|------------------------|-----------------------------------|------------------------------|
| Members | \$400.00 | | None Required | NA |
| Non-Members (April - August) | \$700.00 | | \$500.00 | |
| Non-Members (Sept. - March) | \$600.00 | | \$500.00 | |

Agreement

I, the undersigned, agree to the above terms and conditions and accept all responsibility for the actions taken on the rental date and understand I am responsible for all damages incurred as defined above.

Renter's Signature: _____ Date _____

Club Authorized Person's Signature: _____ Date _____

(For Office Use only)

| | |
|---|--------------------------|
| Date Key given out and Security collected: | Renter MUST Sign: |
| Condition after rental: | Inspected by: |
| Date Key and Security returned: | Renter MUST Sign: |

