

## ABINGDON RURITAN CLUB ~ FESTIVAL AREA / GROUNDS RENTAL POLICY

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1. All activities in the Festival Area will be limited to those legal activities deemed appropriate by the Abingdon Ruritan Club.
2. The Virginia Alcoholic Beverage Control Regulations state that **NO ONE** under the age of 21 years old may consume alcoholic beverages. **The Lessee agrees to enforce all ABC Regulations.** If it is found that this regulation is being violated, your function could be terminated and the sheriff's office called. Please be very stern with underage drinking and excessive drinking by all ages. Provide designated drivers as necessary. The person(s) renting the facility are responsible for obtaining all applicable permits and paying any required fees. Failure to obtain a Banquet License will result in No Alcoholic Beverages permitted at the event. An application is available at any ABC Store or online at <https://www.abc.virginia.gov/> . All alcoholic beverages must be consumed inside the festival grounds. The ABC License along with a rider on your Insurance Policy that you are serving alcohol at this function is to be turned in to the ARC 10 days prior to the event.
3. A minimum Security Deposit of Three Hundred Dollars (\$300.00) will be required upon signing the Rental Agreement. The Security Deposit will reserve your event date and must accompany the Rental Agreement fully executed by the Authorized Representative.

**Please See The Event Schedule (ARC Form 14c) for Due Dates and Additional Time Lines.**

4. The Security Deposit will be returned within 10 business days after the rental providing no damage has occurred. A letter sent with the returned Security Deposit will detail any damages or deductions.
5. Although a Security Deposit is required, the Lessee agrees to be responsible for the full extent of damage to the facility and any costs involved with securing these expenses. The Security Deposit will be returned for cancellations if the ARC is notified in writing 60 days prior to the rental. The postal mark on the envelope will determine the date sent.
6. Rentals are **NOT TRANSFERABLE** without written notice to the ARC Officers & Board of Directors for their approval. Said Board Approval will be filed with the Application and signed/dated by the Building & Grounds Manager.
7. The Festival Grounds can be rented from 8:00 a.m. to 10:00 p.m. on the day of the event. Local Ordinances regarding noise will be enforced.
8. In the event of inappropriate activities or behavior, the Duty Manager has the right to immediately terminate the rental. The Duty Manager will file an ARC Incident Report Form 11 upon termination of the rental.
9. The Officers and Board of Directors will approve applications for the use of the Festival Area. Event approval will be confirmed within 48 hours upon receipt of the duly authorized signed Agreement, Security Deposit and all other required forms by the Building & Grounds Manager.

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10. Upon starting the event, absolutely **NO VEHICLES** will be allowed in the Festival Area without prior written approval from the Officers and Board of Directors duly signed and dated by the Building & Grounds Manager. A copy of the authorization fully executed will be provided to the Duty Manager.
11. Abingdon Ruritan Club equipment (i.e. pots, pans, chairs, tables, etc.) will **NOT** be loaned out or removed from the Club building by anyone at any time for any reason.
12. Trash Removal is **NOT** included as part of the rental agreement and **WILL** be **contracted** and **paid** by Lessee.
13. Portable toilets are NOT furnished as part of the rental agreement. Lessee is responsible for contracting and payment of toilets. Servicing of portable toilets is NOT included and **will be contracted and paid by Lessee.**
14. For outdoor weddings, only birdseed (no rice) may be thrown at the wedding party. Bubbles or sparklers are permitted outside. Lessee accepts all responsibility for use of these items.

### **ATTENTION: NO FIREWORKS ARE ALLOWED**

15. Liability: The ARC will not assume responsibility for any items left in the Festival Area. Your event Liability Insurance required under the Lessee Rental Agreement will cover liability. Lost, misplaced or other items left over 10 days will become the property of the ARC and will be disposed of accordingly.
16. There is a grace period of one (1) hour after completion of the function/event for the band/lessee for the equipment to be removed from the area. A fee of \$90.00 per hour will be charged after the grace period.
17. Lessee is **NOT AUTHORIZED TO USE ANY BOOTHS** without prior written approval from the Officers and Board of Directors duly signed and dated by the Building & Grounds Manager. A copy of the authorization fully executed will be provided to the Duty Manager. On a case by case basis, the ARC will consider leasing pre- designated buildings for a fee to be determined by location and use.
18. Lessee is to use the "THE FIELD ONLY" for parking for the event. The paved parking lot is not included in rental.
19. The ARC Festival Area Site Plan 14e is to be attached to the Agreement and the Festival Area/Grounds and buildings, if used, are to be cleaned of debris and returned to its original condition. Duty Manager is to report any damage or unsightly conditions prior to, during or after the event. Rental on Festival Grounds Buildings is not to be less than Twenty-five Dollars (\$25.00) per building.