

# ABINGDON RURITAN CLUB ~ LESSEE BUILDING RENTAL AGREEMENT

---

This AGREEMENT is entered into by and between the ARC, Inc. (Lessor) and:

Name of (Lessee) \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number (W): \_\_\_\_\_ (H): \_\_\_\_\_

Email address: \_\_\_\_\_

Point of Contact if Other Than Lessee \_\_\_\_\_

Date of Function: \_\_\_\_\_ / \_\_\_\_\_ Type of Function: \_\_\_\_\_  
Day of Wk. /Date of Wk./Mo/Yr.

SECURITY DEPOSIT:	\$600.00
BUILDING RENT:	\$ _____
SET UP FEE:	\$ _____
MISC FEES:	\$ _____
	<small>From Form 13c</small>
TOTAL:	\$ _____

The ARC is a **Smoke and Tobacco Free Facility**.

This Includes ALL ELECTRONIC SMOKING/VAPING DEVICES.

ALL FUNCTIONS MUST BE ENDED BY 12:00 MIDNIGHT.

Functions for a six (6) hour period MUST end by 3:00pm

It is the responsibility of the Lessee to supervise all children during your event.

A one (1) hour grace period for clean-up is given, after that an extra charge of \$150.00 for each one-hour period or portion thereof will be deducted from the Security Deposit.

The Lessee will provide a Certificate of Liability Insurance in the **Name of the Lessee Only** showing a minimum limit of Liability Insurance of Five Hundred Thousand Dollars (\$500,000.00) listing the ARC as additional insured, if required. The Certificate of Liability Insurance must be provided to the ARC 10 days prior to the event.

If alcohol is to be served, a Virginia Alcoholic Beverage Control License in the **Name of Lessee Only** must be provided to the ARC 10 days prior to the event. In addition, Lessee is required to provide to the ARC proof of liquor liability insurance for the event.

**ABINGDON RURITAN CLUB ~ LESSEE BUILDING RENTAL AGREEMENT**

---

Lessee agrees to neither sublet the premises or any part thereof, nor make any alterations, additions or improvements to the premises, either inside or outside, not permit activities of a hazardous nature without the written consent of the Officers and Board of Directors duly signed by the ARC Secretary.

Lessee agrees to be responsible for any and all damages to the premises and to fully and completely indemnify Lessor in the event of such damages. Children MUST be supervised at all time at your event.

Lessee acknowledges a copy of the rules for the rental of the ARC which are incorporated herein by attachment titled ARC Building Rental Policy Form 13a. A violation of any of such rules shall constitute a default by Lessee. Such default shall constitute grounds for immediate cancellation of this Agreement by Lessor

A signed agreement with a Six Hundred Dollar (\$600.00) Security Deposit is to be obtained for each booking. The rental fee will be paid in full at least 60 days prior to the scheduled event. If the Lessee cancels rental prior to 90 days of the event date, the Security Deposit will be returned. Notice of cancellation for the event must be submitted in writing and the post mark will serve as the date of notice given. No refunds of any kind will be given for cancellations within 60 days of the event date.

The Security Deposit will be refunded within 10 working days after the event providing the building and grounds are left in the same condition as received, less normal wear to the building.

Checks are to be made payable to the Abingdon Ruritan Club. The Abingdon Ruritan Club reserves the right to cancel this Agreement with just cause with written notice.

For Lessee:

For Abingdon Ruritan Club:

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Authorized Representative

Authorized Representative

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Adopted by the Board of Directors August 2014