



Veterans of Foreign Wars

1729 North Santa Fe Ave. Chillicothe, IL. 61523

Phone: 309-274-4999

The Veterans of Foreign Wars Post 4999 is committed to equal access and opportunity to our rental facilities for our community. As such, it is the policy of the Veterans of Foreign Wars Post 4999, for the maintenance of good will in the community, to assure equal opportunity for the full enjoyment and use of its facilities to all persons, free from restrictions because of race, color, sex, marital status, age, creed, religious ancestry, national origin or the presence of any handicap.

Posted on Hall Calendar: _____

Date Reserved: _____ Time _____ A.M. / P.M.
(Month / Day / Year) Access to Hall @: _____ am / pm

If 2nd bartender and portable bar is to be used, what time should serving start? _____ am / pm

Renter
Full Name _____ Phone _____

Address _____

City _____ State _____ Zip _____

Purpose _____

VFW 4999 Member or spouse of member or children of member Yes / No

	Member / Spouse / Children	Non-member	
Damage Deposit	\$125.00	\$125.00	Date Pd _____
Rental			
<u>Celebration of Life/Funeral</u>	\$75.00	\$100.00	
Celeb Life Total	\$200.00	\$225.00	Date Pd _____
<u>Hall</u>	<u>\$200.00</u>	<u>\$250.00</u>	
Hall Rental Total	\$325.00	\$375.00	Date Pd _____
Alcohol Sales (Keg, etc)		\$ _____	Date Pd _____
Damage Deposit Returned: \$ _____		Ck # _____	Date: _____

Contract Stipulations

- (1) Balance due must be paid thirty (30) days in advance of your reserved date, to the Post Hall Chairman. This is your obligation. There will be no refunds on cancellations less than (30) day's notice. All other cancellations will cost you \$50.00 and this notice must be given to the Post Hall Chairman. Failure to pay your balance on time will forfeit your hall rental. At this time the hall will be made available for rent.
- (2) Any damage to premises at the time of rental caused by you or any of your guest, friends, or family members will be paid for by the person (s) signing this contract.



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- (3) **NO SMOKING inside of the Facility, per Illinois State No Smoking Law.**
- (4) **No use** of the kitchen deep fryers.
- (5) Existing Hall wall hangings are to remain in place. No use of oil candles or lanterns is allowed in the Hall. **Use of table confetti will result in loss of ½ of damage deposit.**
- (6) Any tables and chairs that are moved or taken down **MUST BE** put back in their original place.
- (7) All soda, water and beer spills must be mopped up to prevent a fall. The bartender will tell you where the mop and mop bucket is located.
- (8) Garbage cans are to be emptied and all event trash placed into the outside dumpster. The Post is not responsible for anything left behind. All decorations, drinks and food will be thrown out.
- (9) You are not allowed to bring in any beverages, except fruit punch and ice tea. Bringing in alcoholic beverages is against the POST RULES, CITY AND STATE LAWS. Any violation of these rules will result in forfeiture of deposit and may cause you to be ejected from the premises
- (10) All beer, alcoholic beverages and soda must be ordered through the Post Bar Chairman. You are allowed to bring in only 2 bottles of champagne to be used for the toast. If you require more, it must be purchased from the Post. We serve *Miller* and *Budweiser* products. The order must be placed and paid for (30) days before your event. Once the alcohol order is placed, there is no refund. Beer in keg must be provided by the Post at **\$225.00/keg**, (domestic brand). Additional kegs **MUST** be paid for when the additional keg is tapped.

Brand of Keg beer desired (circle choice):

Miller Lite; Busch; Bud Lite; Miller High Life

- (11) You must be 21 years old to consume alcohol. Each person drinking must be able to show proof of age, with a proper ID. Failure to do so will cause you to lose half (½) of your damage deposit.
- (12) **Absolutely no beverages are allowed outside the building at anytime**
- (13) The renter will be responsible for all guests not complying with city, state and Post rules and regulations.
- (14) All bands, DJ and other forms of entertainment must stop at 11:00 PM. The DJ is not to use a smoke machine. Everything will be cleaned up and everyone out of the building by 12:00 am.

Your Hall rental will cover only 7 hours total from start to finish.

(Example 3:00 pm to 11:00 pm.)

Final Payment is due 30 days before your event.

This is your responsibility to see that you are paid in full by this date.



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Post Hall Hold Harmless Agreement

In consideration of Banquet Hall Rental, I hereby release and hold harmless the Marty Gollnitz VFW Post #4999, its officers, directors, members, successors or assigns from all actions, suits, proceedings, contracts, judgements, damages, claims and or demands whatsoever in law or equity; this applies to bodily injury incurred to you (renter), your guests, or property damage on these premises. You, (renter) by signing below also hold harmless the above organization for bodily injury or death and property damage on or off premises with regard to accidents involving intoxicants. You, (renter) acknowledge by signing below, that you hold harmless the above organization for accidents on or off premises, for injury or death due to or resulting from consumption of alcoholic beverages and/or intoxicants. In addition, I hereby agree to reimburse the Marty Gollnitz VFW Post #4999 necessary expenses, attorney's fees or cost incurred in the enforcement of any part of this agreement, within thirty (30) days after receiving written notice that the above organization has incurred them.

I completely understand the above stipulations and do hereby agree and will comply with this contract.

Renter Signature

Executed this Date

Legibly Print Name

VFW Post 4999 Representative Signature

Date

Legibly Print Name