

Rental Agreement for the Keystone Turner Hall

1. Deposit of \$200 must be made within 30 days of today's date. (Non-refundable)
2. Damage/Cleaning Deposit of \$300 must be made at least one month before the event. This check will be held and returned within one week of the event based on the following: No damage, all tables and chairs put away on storage racks (\$100), floor swept (\$50), trash removed (\$50), all items in kitchen cleaned up (if used) (\$50) and no extensive cleaning left to do (\$50). This must all be done immediately following the event. If our catering service is used, you will still need to make the damage deposit but we will take care of the rest of the items listed above.
3. Hall rent is \$450. The \$200.00 deposit will be deducted and the rest collected the night of the event.
4. Cost of Keg beer is \$225.00 per keg. You must provide two responsible adults at least 21 years of age to serve it.
5. Keg beer must be shut down once the dance has started. You must then purchase alcohol from the bar. Drink tickets may also be purchased by the renters for \$2.50 each. Tickets are sold in increments of 50. There will be a 15% gratuity added to the cost of the tickets for the bartenders.
6. You have access to our walk-in cooler and kitchen. This does not include use of our equipment. If you need to rent equipment or ovens from us, that will be done separately. Please respect the space needed for our kitchen staff for serving food to our other customers.
7. Decorations: No tape or tacks on the walls or tables. Candles must be inside containers – NO OPEN FLAME. Other decorations per management discretion. You may make arrangements to decorate early if the hall is not in use.
8. We are not responsible for lost or stolen articles. Please remove your cards and gifts before the dance starts.
9. No beverages may be brought onto the premises. We can special order wine, champagne, or any other beverage.
10. All decorations, food, and personal belongings must be removed the day of the event or you must make arrangements ahead of time. Anything left at the Turner Hall will be discarded.
11. You must shut the dance down no later than midnight.

NAME: _____ DATE: _____

ADDRESS: _____ CITY/STATE/ZIP: _____

TELEPHONE: _____ CELL PHONE: _____

DATE OF THE EVENT: _____ TYPE OF EVENT: _____

RENTERS SIGNATURE: _____ RECEIVED BY: _____