



This contract for the rental is made this day, _____, by and between **Franklin Fire Company**, and _____ (Renter Name)

The Renter will be renting: **Rossman Room** **Social Hall**

I. EVENT DESCRIPTION / VENUE ACCESS:

The Renter shall have access to and use of the venue for **4 hours maximum which includes decorating time** from _____ o'clock to _____ o'clock on _____ (Date), for the purpose of hosting the Renters (please describe the type of event below):

Renter will not hold access to the venue past 9pm.

RENTAL COST:

The full rental fee for the use of the venue described above shall be: **\$125 for the Rossman Room** **\$400 for the Social Hall**. The full balance MUST be paid in full at time of booking to secure date and time. **There is also a \$50.00 refundable deposit after satisfactory inspection of the facility. If inspection is satisfactory the Owner will ensure that the Renter receives their deposit via check. With the deposit total booking cost is as follows: \$175 (Rossman Room) \$450 (Social Hall)**

RENTAL RULES/CLEAN UP:

- No alcoholic beverages.
- No loud music or DJ's unless arranged with the Business Manager prior to the event.
- No hanging of decorations from the ceilings or walls.
- No tape, nails, command strips shall be anchored to the walls or placed on the walls or doors ways.
- Renters guests must remain in the rented space at all times (example: children should not be playing in the shared hallway or the fire department).

AT COMPLETION OF EVENT:

- Remove all trash from cans within the room rented. (Dumpsters provided at the back of building)
- Remove all personal items and other items that were not present when the Renter took control of venue space.
- Make sure any spills are cleaned up properly in rented space along with bathrooms utilized
- Tables and chairs are to be put back in their original layout when Renter took control of venue space.



V. LIABILITY: Renter will be liable for any physical damages, legal actions, and/or loss of reputation or business opportunities that Owner may be subject to as a consequence of the actions of Renter or any of Renter’s guests while Renter is in control of the venue, and shall indemnify and hold harmless the Owner against any and all legal actions which may arise from Renter’s use of the venue.

****Cameras are present in various locations of the property/venue to ensure the Lessee is upholding their end of the agreement AND to ensure the safety of those present on the property.***

VI. DISPUTES: Any disputes arising under this contract shall be adjudicated in the Owner’s local jurisdiction.

In witness of their understanding of and agreement to the terms and conditions herein contained, the parties affix their signatures below:



Renters Personal Address:

Renters Phone Number: _____

Renters Personal Email: _____

Renter’s Signature & Date: _____

Franklin Fire Co. Rep Signature & Date: _____

Franklin Fire Co. Phone Number: 717-263-8600

Owner Email: president@sta4.com

FOR FRANKLIN FIRE CO. USE ONLY:

PAYMENT TYPE: _____ **PAYMENT AMOUNT:** _____