

AGREEMENT FOR RENTAL OF THE JOHNSONBURG FIRE DEPARTMENT RECEPTION HALL

WHEREAS, the Johnsonburg Fire Department has a reception hall/social room available for rent by individuals or corporations in the general public,

WHEREAS, in order to adequately protect the Johnsonburg Fire Department from any and all liability for the rental of the reception hall/social room to the general public, the Fire Department desires to establish certain rules and regulations with respect to the rental of their property,

WHEREAS, the following is the written agreement between the Johnsonburg Fire Department and ***** for the rental of the reception hall/social room at the Johnsonburg Fire Department 99 Clarion Road, Johnsonburg, PA 15845,

NOW THEREFORE, in consideration of the payment of the rental fee as well as other mutual and valuable consideration, the receipt of which is hereby acknowledged, the Johnsonburg Fire Department and ***** hereby agree as follows:

1. Rental Fee: During any time period from **Thursday** at 5:00 PM to **Sunday** at 8:00 AM the rental of the reception hall/social room will be charged at the rate of *One Thousand three hundred dollars (\$1300.00) of which Three hundred dollars (**\$300.00**) is due upon signing of the contract with the balance of One Thousand dollars (**\$1000.00**) payable no later than **forty-five (45) days** prior to the rental date. This fee includes normal cleaning, pop and ice.
 2. From Sunday at 10:00 AM through Thursday at 4:00 PM the rental of the reception hall/social room will be at the rental rate of *Three hundred dollars (\$300.00) per event. Payable forty-five (45) days prior to the rental date. Pop will be charged at cost (50¢) per person for \$300.00 rentals.
 - These rates are for 2023 only. Rates for rentals beyond 2024 are subject to increase due to economic conditions.
3. The Three Hundred Dollar (**\$300.00**) deposit is **non-refundable** if the renter cancels rental within One Hundred Eighty (**180**) days of the rental date.
 4. No person shall be permitted to use the kitchen utensils of the Johnsonburg Fire Department, unless that person(s) receives advanced permission from the Johnsonburg Fire Department.
 5. There will be **NO PARKING** at any time in front of the Johnsonburg Fire Department building, in the Parking area along Oak Street or near any exit doors. The renter will be responsible for the enforcement of this provision during the time period of the rental.
 6. If the renter employs a band or DJ at the Johnsonburg Fire Department reception hall/social room, the renter must ensure that the band or DJ ceases playing by 12:00 AM (**midnight**). Additionally, all guests, patrons, and the renter must exit the building by 1:00AM. The renter agrees to be responsible for the enforcement of this provision during the time period of the rental.

7. **Absolutely** no alcohol will be permitted to be taken outside the building by any patron, guest, individual or the renter himself/herself. The renter certifies to ensure that this provision is enforced.
8. **Absolutely** no alcohol will be served to anyone under the age of twenty-one (21) years of age. Additionally, the renter agrees not to allow anyone to be served if they are visibly intoxicated. The renter certifies that he or she will enforce this provision of the agreement.
9. Alcohol may be served from the **bar area only**. No other areas in the Johnsonburg Fire Department building are permitted to be used as areas where alcohol is served. The renter certifies that he will ensure that this provision is enforced.
10. The renter agrees that all guests, patrons, and other individuals will remain in the reception hall/social room of the Johnsonburg Fire Department. No persons are permitted to enter any other areas of the building. The renter certifies that he will ensure that this provision is enforced.
11. **Decorations**. There will be no nails, tapes, screws, thumbtacks, pins, or other items placed on the walls or ceilings of the Johnsonburg Fire Department reception hall/social room **except** on the carpeted areas of the walls. Masking tape only may be used only on the tables and chairs. Hooks are provided on the ceiling for decorations. Use of these hooks is limited to 3 pounds per hook and the hooks **cannot be moved**. **Oil fueled (kerosene or salad oil) table decorations will not be allowed – All candles must be in glass containers.**
12. **Maximum Occupation**. The renter agrees that due to regulations instituted by the Department of Labor and Industry for the occupation of the Johnsonburg Fire Department reception hall/social room, no more than six hundred (600) people will be in attendance at any function. **Renter further agrees that all doors will be kept closed during the use of the reception hall/social room.**
13. **Fire exits**. The fire exit doors are to be used only in emergencies. These doors **must** remain closed at all times. Doors **will** alarm if propped open. They are for **emergency** purposes only.
14. The renter hereby agrees that he/she is **liable** for any and all damages done to the building, or any fixtures and any other property belonging to the Johnsonburg Fire Department. In the event that any guests, patrons, or other individuals cause any damage to the building, fixtures, or property of the Johnsonburg Fire Department during the term of this agreement, the renter will be held responsible for the payment of those damages.
15. The renter hereby agrees that the Johnsonburg Fire Department and the Johnsonburg Borough will not be liable for any accidents or personal injuries occurring on the premises of the Johnsonburg Fire Department. The renter hereby agrees to hold harmless both the Johnsonburg Fire Department and the Johnsonburg Borough and further agrees to indemnify both the Johnsonburg Fire Department and the Johnsonburg Borough for any and all damages arising from the use of the building by the renter.
16. The use of the overhead video projection equipment will be an additional charge of One Hundred dollars (\$100).
17. **ANY LOST OR DAMAGED KEY FOBS RENTER WILL BE CHARGED \$20.00 PER KEY.**

Social Hall Rental

RENTAL DATE-----

DEPOSIT FEE-----

Video System -----

TOTAL DUE-----

By signing this agreement, I/we understand all rules and regulations regarding the rental of the Johnsonburg Fire Department reception hall/social room and agree to follow all rules. I/we also agree to the above listed rental fees for this agreement.

NAME:

ADDRESS:

CITY/STATE/ZIP:

PHONE:

E-MAIL (for booking confirmation) _____

SIGNATURE _____ **DATE** _____

SIGNATURE _____ **DATE** _____

JOHNSONBURG FIRE DEPARTMENT

BY *Al Maletto* _____ **DATE** _____

Please sign and return one copy of this agreement to:

**Johnsonburg Fire Department
Hall Rental
99 Clarion Road
Johnsonburg, PA 15845**

