

HALL RENTAL CONTRACT



MIDLAND EAGLES AERIE 2110
2934 E. Monroe Road, Midland, MI 48642
989-631-7270

Event Date _____ Start Time _____ End Time _____

Name _____ Phone _____

Address _____

Member / Non-Member _____ Approximate # of guests _____

Event Details: _____

FOR MIDLAND EAGLES USE ONLY

Amount of Deposit Paid \$ _____ Amount of Rental Paid \$ _____

Bartender: **YES / NO** - fee Paid \$ _____ Security Guard: **YES / NO** - fee Paid \$ _____

Name of Bartender _____ Name of Security Guard _____

Cash Bar: **YES / NO** Liability Waiver: **YES / NO**

Beer # of keg(s) _____ \$ _____ Coffee, cups, sugar, cream – flat fee \$10.00 – **YES / NO**

Wine: \$ _____ (total) Liquor: \$ _____ (total)

TOTAL Amount Collected \$ _____

Hall Cleaned? _____ Deposit Returned: \$ _____ Date: _____ Check # _____

HALL RENTAL CONTRACT

- A Hall Rental Contract must be signed.

COST

- A \$50 security deposit to hold booking date is required by both Members (in good standing) and Non-Members.
- Must give 2 weeks written notification of cancellation to receive security deposit back.
- Rates are as follows and due prior to event:
 - \$25 per hour for Member
 - \$30 per hour for Non-Member
 - \$75/day for Member
 - \$100/day for Non-Member
- Renters are responsible for cleaning and vacuuming the Hall immediately after use or the security deposit is forfeited.
- Security deposit will be mailed to you after the Hall has been cleaned and inspected.

ALCOHOLIC BEVERAGES

- All beer, liquor, and wine must be purchased from the Midland Eagles Club.
- The Midland Eagles Club supplies a bartender at \$10 per hour with a minimum of 5 hours and must be paid in advance. If you are having alcohol you have to have a bartender.
- Alcohol prices are as follows:
 - All can, bottle or keg beer – cost + 20%
 - All Liquor – cost + 20%
 - Wine – cost + 20%
- Ice available for \$1.00 a bucket
- Special request for alcohol beverages must be made at least one week prior to date of rental.
- Renters may bring in personal wine – for an uncorking fee of \$5 per bottle or \$35 for 10 bottles.
- Members may purchase drinks at the bar under the Midland Eagles Club rules.

OTHER

- You will need to add a liability waiver to your home insurance and provide a copy of the certificate from your insurance company (there is usually no cost to do this).
- The Midland Eagles Club supplies a Security Guard at \$10 per hour with a minimum of 5 hours and must be paid in advance. If you are serving alcohol you must have a security guard.
- Any Non-Member who enters the Social Room (bar area) must be accompanied by a Member and signed into the Visitor's Book.
- Paper products are not supplied by the Club.

Signature - I have read and understand the above rules/guidelines

Date