

**Lawrence Firefighter's Association, Inc.
One Market Street, Lawrence, MA 01843
Phone (978) 687-9053 Fax (978) 208-7373**

FUNCTION / HALL RENTAL AGREEMENT

Name of Lessee: _____ Date: _____

Check One (1): () Individual () Organization

Address of Lessee: _____

Tel. Home # _____ Office/Business # _____ Cell # _____

E-Mail Address: _____

Date / Dates of Rental: _____

Type of Function: _____

Approximate Number of Persons Expected: _____

Check One (1): () Main Hall () Upstairs Hall () Pavilion () Relief's In / Lounge Area

Time: () 12:00 – 5:00 PM () 6:00 – 11:00 PM **ALL Events Shall End No Later Than 11 P.M.**

Catered: () Yes () No

Kitchen Use: () Yes () No

Police Detail: () Yes () No

The Lessee or Lessee's Agent executing this agreement **MUST BE PRESENT AT THE WITHIN FUNCTION unless otherwise agreed to in writing** by the Lawrence Firefighter's Association, Inc. or its assigns or successor in interest, hereinafter "Lessor"

A Lawrence Police Detail will be required, unless written permission in the alternative is given by the "Lessor".

** Rental fee **DOES NOT INCLUDE** the use of the Kitchen area; Use of stoves and/or ovens shall be limited to the date of the rental. There is an additional fee of \$ _____ for the use of the kitchen area. A cleaning deposit in the sum of \$100 shall also be paid. The kitchen must be cleaned to the satisfaction of the Lessor prior to Lessee vacating the premises or this "Cleaning Deposit" will be forfeited to the Lessor without any further recourse by the Lessee.

**** NO BEVERAGES, SODA, CHAMPAGNE, ALCOHOLIC OR OTHERWISE, SHALL BE ALLOWED TO BE BROUGHT INTO THE PREMISES BY THE LESSEE OR THEIR GUESTS.**

** Lessee assumes responsibility for any damages incurred by their guests to the property of the Lawrence Firefighter's Association, Inc.

**No weapons or illegal drugs shall be brought into the premises by the Lessee or their guests.

** No refunds of deposits within 3 months of scheduled function.

** The Lawrence Firefighter's Association, Inc. assumes no responsibility for any articles lost or stolen by the Lessee or their guests, or for any injuries suffered by the Lessee or their guests.

** Payment Terms: 50% at time of booking. Balance Paid SEVEN (7) Days PRIOR to beginning of function.

**** NO ALCOHOLIC BEVERAGES SHALL BE IN THE POSSESSION OF ANY PERSON UNDER THE LEGAL DRINKING AGE.**

** The Lessee and their guests must remain in their designated rental area. No mingling in and out of other hall areas or the parking lot.

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**** Violation of any of the above by the Lessee or their guests will result in the function to be closed down and all guests will be required to immediately vacate the premises. NO REFUND WILL BE GIVEN**

Rental Fee:	\$ _____	Initials _____	Initials _____
Kitchen Use Fee:	\$ _____	Initials _____	Initials _____
Cleaning Deposit:	\$ _____	Initials _____	Initials _____
Lawrence Police Detail:	\$ _____	Initials _____	Initials _____
Total:	\$ _____	Initials _____	Initials _____
Deposit Paid:	\$ _____	Initials _____	Initials _____
Balance Due:	\$ _____	Initials _____	Initials _____
Balance Due By:	_____		

The Lessee further understands and agrees as follows:

1. That He/She/It/They, in consideration of being granted the privilege of using the premises (as defined below and in said hall rental agreement) owned by the Lawrence Firefighter's Association, Inc., will indemnify and hold harmless the Lawrence Firefighter's Association Inc., from any and all injuries, losses and damages, including but not limited to those resulting from the use of the hall or halls being rented, as well as the entire physical premises of the Lawrence Firefighter's Association, Inc., including the entire building, parking lot (herein the "Premises"), by any of them as Lessees and individually, their members, invitees, guests and trespassers;
2. Further, said Lessee, being of full age and/or of legal existence in consideration of the mutual covenants exchanged herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, do hereby release and forever discharge the Lawrence Firefighter's Association, Inc., from all claims demands, debts, actions, causes of action, suits, accounts, covenants, and contract agreement and all liabilities whatsoever of every name and nature both in law and equity and we do hereby for ourselves, our heirs, and assigns covenant and agree with each other to indemnify and hold each other and the Lawrence Firefighter's Association, Inc., harmless from all claims and demands, from the beginning of time to the date of these presents, including but not limited to those arising out of, by reason of or on account of and/or resulting from the use of the Hall or Halls being rented, as well as the entire physical Premises of the Lawrence Firefighter's Association, Inc. including the entire building and parking lot, by any of them as lessees and individually, their members, invitees, guest and trespassers;
3. Further, said Lessee, upon written request of the Lawrence Firefighter's Association, Inc., agrees to provide a Certificate of Liability Insurance prior to the commencement of the use of the Premises, as defined herein, in an amount sufficient to indemnify and other protect the interest of the Lawrence Firefighter's Association, Inc. Said written request for said Certificate will recite the monetary value or insurance required, as necessary, at the sole discretion of the Lawrence Firefighter's Association, Inc..

The Lessee agrees that should he/she/it/they not comply with the written request for a Certificate of Liability Insurance their all deposits and monies paid for said Hall Rental shall be forfeited to and retained by the Lawrence Firefighter's Association, Inc. as damages for the loss of said Rental, as if the Lessee had otherwise breached the within referenced Hall Rental Agreement itself for any of the reasons stated therein; and further that said Lessee shall not be allowed to use the Premises until such time as a Certificate of Liability Insurance is delivered to the Lawrence Firefighter's Association, Inc..

Unless informed otherwise and agreed to in writing the Lessee understands and agrees that the following terms supersede anything contained in the within "Hall Rental Agreement";

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- A. In no event shall you or your guest bring alcohol into the building or any where on the premises, including the parking lot, nor shall you or any of your guest consume any alcoholic beverage anywhere other than the lounge or the Main Hall of the Building of the Lawrence Firefighter's Association, Inc.. Should you or any of your guest be found to have brought alcohol not purchased through the bar at the Lawrence Firefighter's Association, Inc., or should you or any of your guest be found to have and/or consume alcoholic beverages outside of our Building or anywhere in the parking lot, then that person shall be asked to leave the premises and that person will be reported to the Lawrence Police Department immediately.
- B. No person attending your event may carry a weapon of any kind or nature on the Premises and/or in the Building of the Lawrence Firefighter's Association, Inc.. Please inform your guest that they shall not be permitted on the Premises or in the Building with any weapons; and if found to be in possession of the same, they shall be requested to leave the Building and Premises, and not allowed to return. Again, should such a person not leave the Building and the Premises when requested to do so, we will contact the Lawrence Police Department.
- C. As such as your event may be a "family" function, we anticipate that there may very well be guest under the age of twenty-one (21) at your event, as such you need to further understand and agrees as follows:
- i. No person attending your event who is under the age of twenty-one (21) years of age shall enter the Lounge area of the Building, any such person doing so will be warned and if that same person enters the Lounge area a second time, that person will be requested to leave and vacate the Building. Should such a person not leave the Building and the Premises when requested to do so, we will contact the Lawrence Police Department and have such person(s) removed as trespassers.
 - ii. All persons under the age of twenty-one (21) years of age who are attending your event, whether invited guest or trespassers, must leave the Building and vacate the Premises, including the parking lot, no later than 11:00 P.M.. Should such a person not leave the Building and the Premises when requested to do so, we will contact the Lawrence Police Department and have such person(s) removed as trespassers.
 - iii. Notwithstanding anything contained in your Hall Rental Agreement, you and your guest will not be served alcohol after 10:30 P.M. through the bar area in the Main Hall; further, your event will end no later that 11:00 P.M. and all of your guest shall vacate the Main Hall and the Building and make their exit from the Premises, including the parking lot, in an expeditious and orderly fashion, while respecting the rights and safety of others, including other guest, patrons of the Lawrence Firefighter's Association Inc. lounge, the Lawrence Police Department and especially the neighbors living near One Market Street, Lawrence, Massachusetts.

The term Lessor shall mean the Lawrence Firefighter's Association, Inc. and/or any successor or assignee in interest, whether or not notice of the same is given to Lessee. The Lessor shall be the entity that owns the "fee simple absolute" title interest in the Premises, as recorded at the Essex North District Registry of Deeds, regardless of name, and Lessee understands and agrees to same.

Signature of Function Manager or
Authorized Agent of the
Lawrence Firefighter's Association, Inc

Signature of Lessee or Authorized
Agent of Lessee Organization

Printed Name of Agent and Title