



Physical Location: 152 First Street North  
 PO Box 2013, Friday Harbor, WA 98250

## Grange Hall Rental and Hold Harmless Agreement

**Rental of Grange Hall:** Rental agreement between San Juan Island Grange #966 (Owner) and \_\_\_\_\_ (Renter). Owner hereby agrees to rent to Renter, and Renter to rent from Owner, the San Juan Island Grange Hall, located at 152 First Street North, Friday Harbor, WA, for the period commencing at \_\_\_\_\_AM/PM on \_\_\_\_\_ and expiring at \_\_\_\_\_AM/PM on \_\_\_\_\_. **No subletting or assignment of rental is permitted.** Use of the Hall includes use of the Grange's sixteen 6-foot tables, 90 chairs, piano, and full kitchen.

**Purpose:** The Grange Hall is to be used for the purpose of \_\_\_\_\_

Renter will not use the Grange for any other purpose, or for any purpose that is in violation of any law, ordinance, or governmental regulations, or in any manner that is unsafe to any occupant.

### RENTAL RATE SHEET

| Activity Details                     | Rental Rate | Deposit Amt.                |       |
|--------------------------------------|-------------|-----------------------------|-------|
| <b>Weekend</b> (Fridays & Saturdays) |             | <b>NO Alcohol / Alcohol</b> |       |
| Full Day (8am to 12pm)               | \$250       | \$200                       | \$500 |
| 8 Hours                              | \$175       | \$200                       | \$500 |
| 4 Hours Daytime; finished by 4pm     | \$125       | \$200                       | \$500 |
|                                      |             |                             |       |
| <b>Weekday</b> (Sundays – Thursdays) |             |                             |       |
| Full Day (8am to 12pm)               | \$200       | \$200                       | \$500 |
| 8 Hours                              | \$125       | \$200                       | \$500 |
| Up to 4 Hours                        | \$75        | \$200                       | \$500 |

**Discounts:** Available for weekday rentals (Sundays through Thursdays):

- 20% discount for multi-use (three or more times per year, or
- 20% discount for Grange members and non-profit organizations

**Payment by Renter:** See Rate Sheet for amounts of rent and damage deposit.

Please check one: \_\_\_\_\_ alcohol **will** be present; \_\_\_\_\_ alcohol will **not** be present.

Renter shall pay \$\_\_\_\_\_ rent and \$\_\_\_\_\_ damage deposit for the above event to **San Juan Island Grange # 966.**

\_\_\_ Check if you opt to pay \$50 extra for the Grange to remove your trash and recyclables.

**Cancellation Policy:** There are *no refunds* for cancellations made less than 14 days prior to an event.

**Return of Grange Hall:** Renter shall return the Grange Hall *clean and with no garbage or property left behind*. If any items brought into the facility by the rental group are not removed by the end of the rental period, you will be charged for one additional day's rent. Any gross negligent or malicious damage to the facility or failure to clean the Hall will result in forfeiture of all or part of the deposit. Upon demand of the Owner, the Renter shall be liable to the Owner for the amount of damages in excess of the deposit. Owner shall return to Renter any portion or all of damage/cleaning deposit which is in excess of costs, if any, incurred to restore the Grange to rentable condition.

**Responsibility for Conduct:** Renter shall designate an individual at Renter's agency who will be considered the responsible party in case of damage, theft or disturbance during the event. The signer or assigned person shall be on the premises throughout the event and through cleaning and lockup, ensuring that no person is allowed to engage in any conduct in the Grange Hall or on its premises that may cause harm, injury or damage to persons or property. Owner has the right to monitor the event.

- All minors on the premises must have adequate adult supervision.
- **Smoking is NOT allowed in the Hall or on the premises.**
- No alcohol is allowed on the premises, unless the required catering and alcohol permits are acquired *by the Renter* prior to the event. It is the responsibility of the Renter to obtain a Special Occasion Liquor license or Banquet Permit from a Permitting Agency which will be displayed in the facility during the event.
- No candles or other open flames are to be used with the exception of the fireplace.
- No nails, tacks, staples, hooks, glue or duct tape are to be used on the walls. Masking or painters tape are permissible, if they are removed right after the event.
- **All garbage, food, recycling and beverages must be removed immediately following the event.**

**All trash and recycling are to be removed by the renter.** *If you would like to have the Grange haul away your trash and recycling, please add \$50 to your rental check, and we will arrange for the removal of trash and recyclables generated during your rental.*

**Cancellation & Date Change Policy:** There are *no refunds* for cancellations made less than 14 days prior to an event.

**Hold Harmless:** Renter shall defend, indemnify and hold harmless Owner with respect to any and all third party claims and demands which may arise out of Renter's use of the Grange Hall, provided however that such indemnification shall be limited to the amount paid by Renter to Owner under this Agreement.

**Entire Agreement:** This is the entire agreement and understanding between the parties relating to the Grange Hall and its premises. No modification or claimed waiver shall be binding upon either of the parties unless made in writing and signed prior to rental date.

**ADVANCE PAYMENT IS REQUIRED TO HOLD THE HALL FOR YOUR EVENT**

**Please make two checks payable to San Juan Island Grange #966:**

**One check for the rent**

**A separate check for the deposit**

**Convey the completed Rental Agreement, the check for rent and the check for the damage deposit in one of the following manners:**

- 1) Place in the locked Grange mailbox by the **Grange Hall's** small entrance door at 152 First Street. Please call 360-378-6632 to let us know you have done so.
- 2) **Mail** to San Juan Island Grange #966, PO Box 2013, Friday Harbor, WA 98250.

**The rent check will be deposited into the bank account of San Juan Island Grange. The deposit check will be destroyed after a satisfactory inspection of the building, or will be deposited and the funds used to pay for cleaning and repairs. Any remaining funds will be returned in the form of a check from San Juan Island Grange #966. The renter will be billed for costs beyond those covered by the deposit.**

**Renter (printed name):** \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Phone number(s): \_\_\_\_\_ Email: \_\_\_\_\_

Responsible party at the event (printed name): \_\_\_\_\_

Phone number(s): \_\_\_\_\_ Email: \_\_\_\_\_

**Owner: San Juan Island Grange #966, 360-378-6632**

Owner's Agent (printed name): \_\_\_\_\_

Signature: \_\_\_\_\_