

Mile Hi Veterans

HALL RENTAL AGREEMENT

1717 Federal, Denver, Colorado 80204 (303) 455-3304

HALL RENTAL RATES

Rental Fee	\$550	\$500	\$650	\$200	\$250	\$350	\$450
Security Deposit	\$150	\$150	\$200	\$150	\$150	\$150	\$150
	<i>Member* Member Sponsored Family Member**</i>	Member with 15 hours of Volunteer work	Member Sponsored	Veteran Member Funeral	Member Funeral	Member Rental for Nonmember Veteran Funeral	Member Rental for a nonmember Funeral
<p>*If the hall rental is deemed not for the intended renter or purpose, the renter will forfeit the security deposit. **Family member is defined as SPOUSE, CHILD, OR PARENT</p>							
Cleaning & Kitchen Fee	Included in rental fee						
Parking	FREE Please advise your guests that they DO NOT have to pay for parking.						
Bartenders	Bartenders are Volunteers who work only for TIPS						

ADDITIONAL CHARGES

Pre-Rental Setup: (\$30/hour If beyond 1.5 hours)	Post Event Rental: (\$50/hour) (If event goes over the hours of function agreement time.)																														
TECHNOLOGY EQUIPMENT The renter is NOT allowed to set up the equipment. Only MHV personnel are allowed to set up the equipment																															
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: none;">AVAILABLE EQUIPMENT at Mile Hi Veterans.</th> <th style="text-align: center; border-bottom: none;">Check if needed</th> <th style="text-align: center; border-bottom: none;">Cost</th> </tr> </thead> <tbody> <tr> <td style="border-top: none;">TV screen, microphone, & Speakers bundle</td> <td style="border-top: none;"></td> <td style="text-align: center; border-top: none;">\$75</td> </tr> <tr> <td style="border-top: none;">Microphone and speakers bundle</td> <td style="border-top: none;"></td> <td style="text-align: center; border-top: none;">\$50</td> </tr> <tr> <td style="border-top: none;">TV Screen</td> <td style="border-top: none;"></td> <td style="text-align: center; border-top: none;">\$40</td> </tr> <tr> <td style="border-top: none;">Hall Speakers</td> <td style="border-top: none;"></td> <td style="text-align: center; border-top: none;">\$35</td> </tr> <tr> <td style="border-top: none;">Small wireless speaker</td> <td style="border-top: none;"></td> <td style="text-align: center; border-top: none;">\$25</td> </tr> <tr> <td style="border-top: none;">Type of media to be used with equipment</td> <td style="border-top: none;"></td> <td style="border-top: none;"></td> </tr> <tr> <td style="border-top: none;">Laptop____ DVD/CD____ Jump Drive____</td> <td style="border-top: none;"></td> <td style="border-top: none;"></td> </tr> <tr> <td style="border-top: none;">Other- Please specify _____</td> <td style="border-top: none;"></td> <td style="border-top: none;"></td> </tr> <tr> <td style="border-top: none;"></td> <td style="border-top: none; text-align: center;">TOTAL</td> <td style="border-top: none;"></td> </tr> </tbody> </table>		AVAILABLE EQUIPMENT at Mile Hi Veterans.	Check if needed	Cost	TV screen, microphone, & Speakers bundle		\$75	Microphone and speakers bundle		\$50	TV Screen		\$40	Hall Speakers		\$35	Small wireless speaker		\$25	Type of media to be used with equipment			Laptop____ DVD/CD____ Jump Drive____			Other- Please specify _____				TOTAL	
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Date of Rental/Hall Usage:	Event Time (Limited to 5 hours) Start _____ End _____
Type of Function:	Set up time (1.5 hours before event)
Anticipated # of People: _____ (Maximum of 120 people allowed)	Clean-up time (1hour at the end of function)

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Cost of Hall Rental	
Damage/Security Deposit: (\$150/\$200. See Hall rental rates)	
Audio-Visual fees	
Pre-Rental Setup (\$30/hour If beyond 1.5 hours)	
Post Event Rental: (\$50/hour) (If event goes over the hours of function agreement time.)	
Total amount for hall rental and additional charges.	\$

THIS AGREEMENT is entered into on this (date) _____ between the Mile Hi Veterans (herein referred to as the "MHV") and (name of renter), _____ (herein referred to as the "Renter")
Phone # _____
Sponsor _____ Phone # _____ for use of the hall located at 1717 Federal Blvd, Denver, Colorado.

Member _____ **Non Member/Sponsor** _____ **Contact Phone #** _____

HALL RENTAL INFORMATION

Spring and summer Hall rentals will begin when Empower Field has posted their schedule.

A member sponsoring non-members must sign this agreement and is bound by the hall rental rules and must be present for the entirety of the sponsored event).

Hall rental applies only to the use of the hall area and bandstand. It does not include the "bar area" unless the bar area is available. If using the bar area, the bar and one table should be left available for members.

Please Initial

_____ No item or vehicle may block any entrance (fire code requirement). Entrance doors to the hall will be kept closed at all times, unless loading or unloading food, equipment or other items for use during the event.

_____ No event will go beyond 11:30 PM. The bar will close 20 minutes before the event end time. **THE HALL WILL CLOSE** one hour after the event end time.

_____ Renter is responsible for removal of all trash on the property.

_____ Balloons and streamers are allowed. **Candles, glitter or confetti are not allowed.** No staples, tacks or tape are allowed on the walls, ceiling or tables. All balloons must be removed from the hall.

_____ Helium tanks **may not** go into the trash bin and must be removed from the property.

_____ Capacity varies on event hosted, seating arrangements and tables occupied for Hall Rental. Recommended capacity is 100 with 3 tables used for serving food. Baby showers and funeral receptions can accommodate an additional 10-20 more guests if a dance floor is not needed.

_____ The hall is not available to rent for events for minors such as teen birthday parties, Quinceañeras and High School graduations due to liquor license regulations-

_____ No raffles are allowed unless renter has their own gaming license and has it on site during the event.

_____ MHV is not liable or responsible for property and items that are lost, stolen or damaged.

_____ Renter and sponsor are responsible for the behavior of their guest(s); for adhering to this agreement; and informing responsible persons of these rules and guidelines.

_____ Alcohol purchased for minors, or consumed by minors, is strictly prohibited. MHV reserves the right to terminate this contract and the function for this violation. Any guest providing an alcoholic beverage to a minor will be immediately evicted and/or the police notified. This may be cause to terminate the event.

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_____ **Age Requirements:** Minors are not allowed without a parent or guardian. Minors 9 and under must leave the club by 8:30 PM. Minors between the age of 10 and 17 must leave the club by 10:00 PM.

Please Initial

_____ **Children must be supervised at all times and are strictly prohibited from playing on the stage and in the parking lot or running through the Hall.**

_____ **The Board of Trustees and bartenders reserve the right to refuse service to any person.**

_____ **NO ALCOHOL OR SOFT DRINKS SHALL BE BROUGHT INTO THE BUILDING.** (Renter may serve bottled water and/or coffee)

_____ **No alcohol will be allowed to be taken outside the building.**

_____ **Smoking is not permitted within (15) feet of any entry and only in designated smoking areas.**

_____ **No alcohol will be allowed in the parking lot.**

_____ Any activity, including smoking, deemed to be illegal and contrary to any **city, state or federal law or the rules and regulations of MHV**, will be grounds for immediate cancellation of the event, resulting in the forfeiture of any monies paid for the rental of the hall.

_____ Any guest who intentionally or accidentally activates the fire alarm system during the event may cause the forfeiture of the renter's Security Damage Deposit and the event may be terminated.

_____ **CHAIRS AND/OR TABLES SHOULD NOT BE DRAGGED OVER THE FLOOR.** (A dolly will be provided for chairs. Tables should be carried.)

_____ Tables and chairs must be returned to their original set-up following the event.

V. KITCHEN and HALL USE AND CLEANING:

Please initial

_____ Kitchen use includes using the ice machine, using the stove burners and oven to heat food. The kitchen is NOT to be used for cooking food.

_____ The walk-in cooler is **not** available to renters.

_____ The kitchen may **ONLY** be used for re-heating pre-cooked food. Stove (burners and oven) may be used for reheating, but **not for cooking** purposes unless agreed in advance. (This rarely happens.)

_____ **UNDER NO CIRCUMSTANCES CAN THE GRILL BE USED. DO NOT PLACE ANY ITEMS ON THE GRILL. IF THE GRILL IS USED, THE SECURITY DEPOSIT WILL BE FORFEITED.**

_____ Only food handlers and cleaning workers will be allowed in the kitchen.

_____ The stove must be cleaned and must be turned off after usage.

_____ Renter must provide their own pots, pans, crock pots, cooking and eating utensils, plastic ware, napkins, towels and large plastic trash bags. Trash, including food, will be placed in large trash bags, and disposed of in the outside dumpsters. Renter may use the deep sinks for washing all cooking items; however, the renter must provide their own soap and cleaning supplies. MILE HI VETERANS WILL NOT provide the items listed above.

_____ All event food items **MUST** be removed from the premises.

_____ Renter needs to make sure the refrigerator is emptied and cleaned after event.

_____ Kitchen floor should be swept.

_____ **IN NO EVENT, WILL ANY FOOD OR ANY OTHER ITEM BE PLACED IN THE GARBAGE DISPOSAL OR FOOD WASHED DOWN THE SINKS.**

_____ Renter will be responsible for removing trash. Items left in the hall will be disposed of after the event. Leaving trash or food in the hall may be cause for loss of security deposit.

_____ Security-Damage Deposit will be forfeited if hall/kitchen is not cleaned after function.

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PHYSICAL DAMAGES Causes for forfeiture of security deposit

Please Initial

_____ Damage to the hall in excess of the security deposit will be assessed to the Renter. Renter will lose his/her privilege to re-rent the hall in the future, if the damage is deemed to have been done intentionally. ***

SECURITY DEPOSIT

Please initial:

_____ Security Deposit is returned after hall is inspected for damage. **Items that may impact the deposit are violations of any of the above agreed to items.** If there is physical damage to the building (such as a hole in the wall, scratches on floor, etc.) the deposit is not returned. If MHV has to pay someone to repair the building, those costs are passed on to the renter. This information is stipulated in the signed contract. **Cause for forfeiture will be given to the renter within 14 days of the event**

_____ ***Security Deposit will be returned within 14 days after the event, unless there is cause for forfeiture. Please note that failure to comply with the following may be cause for forfeiture of Security Deposit. Cause for forfeiture will be given to the renter within 14 days of the event**

_____ **** Failure to pay the remainder of the hall rental agreement fee will result in an immediate cancellation of the event, subject to the required notices above.**

_____ The Renter agrees to give MHV a (4) week **Written** Notice of any anticipated cancellation of the scheduled event.

_____ Failure to provide the required notification, any amounts paid for the rental of the hall will be forfeited and considered liquidated damages. (Liquidated damages are damages incurred by MHV due to the potential inability to rent the hall on the date of the cancelled event.)

For Office Use Only			
Date of Security Deposit: (Due at signing)	Amount of Security Deposit:	Check # _____ Cash _____	
Date of Rental Deposit (1/2 of full amount)	Amount of Rental Deposit	Check # _____ Cash _____	
Date of full Rental payment (28 days prior to event)	Amount of full Rental payment	Check # _____ Cash _____	
Date of Returned Damage Deposit:	Returned Security Deposit Amount	Check # _____ Cash _____	
Total:	Amt Paid:	Balance Due:	Date Due:

Please Initial

_____ Renter will be charged \$50.00 for any bounced/insufficient fund(s) check. Additional charges may be assessed according to Colorado Law if Legal action is taken against renter. Charges may include court costs and attorney fees or any cost of business for the day.

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INDEMNIFICATION: Renter understands the MHV is not liable for any injury(s), damage(s) or loss of property suffered by any person on the premises during the time of use of the hall. Renter agrees to indemnify MHV for all costs, damages and claims or actions brought against MHV as a result of any injury to any person on the premises during the time that it is being used by the Renter. This indemnification includes any claims relating to any alleged injury to any person or damage to or loss of any property, to include, any violation of this agreement.

ACKNOWLEDGEMENT

Renter acknowledges that this is a valid contract consisting of Six (5) pages. We acknowledge that we have read and understand the conditions, rules and possible cancellation provisions stated in this contract. We are entering into this contract with the Mile Hi Veterans also known as the "MHV" freely and voluntarily. Further we understand that should the MHV have to legally enforce this contract and they prevail, the renter will be responsible for its attorney's fees and costs.

Signature of Renter:

Date

Signature of Member Sponsor:

Date

Signature of Mile Hi Veterans (BOT Rep)

Date

(Copy of this page is to be given to the BOT Treasurer after signing and again when rent is paid in full.)