**Fraternal Order of Eagles, Boyne City Aerie #1583**

**106 River Street, Boyne City, Mi. 49712**

**Telephone (231) 582-6904**

**Aerie Hall User Agreement**

**The undersigned User hereby agrees to pay a User fee for the Boyne City Aerie 1583 back hall on:**

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Type of Event:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Hours of Event:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| **Deposit due at signing** | **$100.00** | **Payment/Date** |
| **User Fee** |  |  |
| **Set Up** |  |  |
| **Kitchen Y N** |  |  |
| **Total Cost** |  |  |

|  |  |
| --- | --- |
| **Length** | **Rate** |
| **1-2 hours** | **$70.00** |
| **3-4 hours** | **$105.00** |
| **5 hours** | **$130.00** |
| **6 hours** | **$155.00** |
| **7 hours** | **$180.00** |
| **8 hours** | **$205.00** |
| **Full Weekend** | **$300.00** |
| **Addition of kitchen use** | **$75.00** |
| **Set up night before** | **$25.00** |

**The following items are part of this user agreement**.

* **A $100.00 cleaning deposit shall be paid when this contract is signed.** If the facilities used are cleaned to the satisfaction of the person on duty then the deposit will be returned to the User by mail within 2 business days or left behind the bar for pick up.
* The User shall be responsible for any liability arising from the use of the hall including and Aerie property lost, damaged or destroyed.
* No tape, nails, screws to be used on the walls or ceiling. Painters tape or putty is acceptable.
* No use of glitter or confetti.
* All property of User shall be removed at end of rental time.
* Alcohol must be purchased from the Aerie and needs to be ordered prior to event.
* No draft beer, wine or liquor may be returned for a refund if it has been tapped or opened.
* **Alcohol must stay within the posted areas. Failure to comply may result in termination of the event.**
* If the Hall Bar is used, the User shall provide a bartender who is an Aerie #1583 member and approved by the Board of Trustees.
* All Liquor Commission regulations shall be complied with.
* The Hall Bar shall cease serving at 12:00 a.m. and shall be vacated by 1:00a.m.
* **No ice shall be taken out of the ice machine**.
* If for any reason the Hall is not needed after this agreement is signed, 14 days’ notice is required for a refund.
* **MUST ABIDE BY THE CURRENT CDC COVID GUIDELINES.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_User Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Aerie Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_User Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_User Address

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone Number