

DERRICK CITY VOLUNTEER FIRE DEPARTMENT RENTAL AGREEMENT

This Agreement is made on ____/____/____ between the Derrick City Volunteer Fire Department, the owner of the facility at 451 Derrick Road, Bradford, PA 16701 and the "Renter" specified below.

Renter(s): _____

Purpose/Function: _____ Estimated # of Guests: _____

Term of Use: Starting: ____/____/____ : ____ _m Ending: ____/____/____ : ____ _m

TERMS AND CONDITIONS

Rental Fee

The rental fee for the Derrick City Volunteer Fire Department is \$500.00 and will include four (4) hours. Additional hours are available at an extra cost of \$75.00 per additional (1) hour.

Total: \$_____ (Make check payable to DCVFD)

Kitchen

Use of the Derrick City Volunteer Fire Department's kitchen is available for an additional cost of \$100.00. Use of the kitchen includes appliances and refrigeration.

Catering

Private caterers may use the kitchen as a work area with access to counters and electrical outlets only. Private caterers are not permitted to use any appliances, refrigeration units, serving dishes, utensils or other materials that are property of the Derrick City Volunteer Fire Department unless the kitchen usage fee is paid.

Security Deposit

Renter shall pay to the Derrick City Volunteer Fire Department \$100.00 as a Security Deposit. DCVFD shall return the Security Deposit to the Renter within thirty (30) days of the termination of this Agreement. If after inspection of the DCVFD no damages are found, a refund of the deposit will be mailed following the next regular meeting of the Derrick City Volunteer Fire Department.

Payments Due

To reserve a date: The \$100.00 Security Deposit is required. The total of rental fee is due one week (7) days before event.

Building Entrance

Renter will be given a key to the DCVFD the day before event is to take place to decorate and rearrange hall to Renter's preferences. Renter will be given advance notice of a time when they may start decorating (i.e., Friday evening and/or Saturday morning). The decorating time will be free of charge. The DCVFD is to be locked and secure when not occupied. The key is to be left on the desk inside the Main door after event; not doing so will result in the loss of Renter's Security Deposit.

Decorations

No decorations can be taped, tacked or stapled to the ceilings or wooden walls. Decorations must be fastened to inside of cove with masking tape or tacks only.

Alcohol/Smoking

No alcohol is permitted outside the building. Smoking is permitted in the building and the smoke eaters can be turned on at the Renter's request. Renter has the right and permission of the Derrick City Volunteer Fire Department to make the building non-smoking if they wish to do so.

Liability for Guests

Renter is, and hereby acknowledges that it is, liable for the actions and behavior of Renter's guests during the Rental Period, and at any other time such guest is on or around the Rental Space as a result of Renter's use of the Rental Space. The DCVFD will not be liable for the safety of Renter's guests. Renter agrees to indemnify and hold harmless the DCVFD from all liability arising from the activities of Renter and Renter's guests during the rental period.

Music

The Derrick City Volunteer Fire Department expects sound levels of any amplified audio associated with your event will be kept at reasonable levels.

Parking

Parking is available in the lot at rear of building. There are handicap parking spaces on the side of the building. No parking is permitted in front of the fire hall, in front of the doors or on the road.

Clean up

It is the Renters' responsible to ensure that the trash is collected and place in the designated containers (dumpster behind DCVFD). Renter is also responsible for removing any and all property brought in by the Renter and clearing tables. The Derrick City Volunteer Fire Department will clean tables and chairs, sweep and mop floors, and put tables and chairs back to their original places. There will be no extra charge for rent during your cleanup.

Hall Attendant

A member of the Derrick City Volunteer Fire Department will be on site during the entire event in case of questions or emergency. This person will not in anyway interfere with your event unless the situation presents itself. They are merely there to answer questions, help in an emergency situation or lend a needed hand.

I have read and agree to the Rental Agreement Terms and Conditions which are a part of this agreement. I understand that the Derrick City Volunteer Fire Department is only expected to provide services and equipment identified and agreed to in this contract.

RENTER INFORMATION

Signature:

Print Name:

Address:

Phone:

Email:

Date:

Hall Rental Coordinator - Contact and Mailing Information

If you have not already done so, please contact Kelly to confirm your event date availability before mailing signed contract with Security Deposit.

Kelly A. Kelley
40 Cornen Street
Bradford, PA 16701
(814) 368-3252
Email: kjkelley3@verizon.net

Department Information

Derrick City Volunteer Fire Department
451 Derrick Road
P.O. Box 58
Derrick City, PA 16727
(814) 362-6262