

*Young-Budd Post #171, American Legion, Inc.*  
*393 E. College Ave*  
*Westerville, Ohio 43081*  
**RENTAL AGREEMENT**

Name of Renter: \_\_\_\_\_ Group affiliation: \_\_\_\_\_

Contact Person: Name \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_

Date(s) of Rental Event: \_\_\_\_\_

Rental Times: From \_\_\_\_\_ am/pm To \_\_\_\_\_ am/pm

Purpose of This Event: \_\_\_\_\_

Rental Fee \_\_\_\_\_ Security Deposit \_\_\_\_\_

Source of Rental (Internet, Yellow Pages, referral, etc.) \_\_\_\_\_

**Deposit & Renter Liability:**

The person signing this rental agreement ("Renter") will provide a security deposit to the Young-Budd Post #171, American Legion, Inc., in the amount of \$500 ("Security Deposit") to cover any damage or loss that may occur to the building, its contents, and/or the surrounding property, all of which is located at 393 E. College Avenue, Westerville, OH ("Premises"). The Security Deposit shall be refunded to Renter, within 30 days of the rental event, once the Premises has been inspected by an AMERICAN LEGION representative and such representative has determined that no damage occurred on the Premises. Any damage or loss occurring on the Premises to include the buildings, parking lot or lawn areas shall be the responsibility of Renter. Food trucks and/or auxiliary vehicles shall provide protection to the paved surface. To the extent required, the Security Deposit shall be used to repair any damage or pay for any loss. Any damage or loss in excess of the Security Deposit shall be paid by Renter to AMERICAN LEGION immediately upon request. This includes, but is not limited to, the cost of hiring contractors and acquiring any materials necessary to clean or repair the Premises. Renter agrees to make immediate settlement for any such cleaning, repair, loss etc. If Renter cancels 30 days prior to event, full deposit will be refunded. If cancelling from 15-29 days prior to event, \$250 will be refunded. If cancelling 14 or less days prior to event NO deposit will be refunded.

**AMERICAN LEGION Liability:**

The AMERICAN LEGION and its members shall be free from all liabilities and claims for damages and/or suits for or by reason of injury or death of Renter, or his/her guest or business invitee, and for any damage or loss of any property of Renter, or his/her guests, regardless of the cause. All personal property brought onto the Premises by Renter or his/her guest or business invitee, shall be there at the sole risk of Renter or his/her guest or business invitee. Renter is responsible for the conduct of all persons on the Premises during Renter's time of possession. AMERICAN LEGION reserves the right to terminate this agreement immediately if Renter fails to occupy the Premises at the times set forth in this agreement, or if Renter fails to pay the Rental Fees in accordance with the schedule specified in this agreement.

**RENTAL AGREEMENT**

Page 2

**Renters Responsibility:**

Renter shall be present at the event and will be responsible for any damage or loss to the Premises during Renter's time of possession. Renter agrees to comply with all laws. Renter is responsible for the supervision of all persons attending an event on the Premises pursuant to this agreement, and will ensure adherence to the rules and regulations set forth by AMERICAN LEGION, a copy of which is attached hereto as Schedule 1 ("Rules and Regulations"). Renter shall convey all Rules and Regulations to those in attendance at events on the Premises. Renter hereby acknowledges receipt of the Rules and Regulations and further acknowledges that Renter has read and understands the Rules and Regulations. In the event of any non-compliance with the Rules and Regulations, this agreement may be immediately terminated, at the option of AMERICAN LEGION, in which case all monies paid by Renter will be forfeited. The Security Deposit must be received by AMERICAN LEGION contemporaneously with the signed agreement unless AMERICAN LEGION, in its sole discretion, agrees to other arrangements with Renter. The Rental Fee must be received no later than five business days prior to the rental date. The key for the facility will be turned over and signed for by the renter after receipt of Rental Fee. Under no circumstance will subletting or third-party agreements be allowed under the terms of this agreement. American Legion Young-Budd Post #171 reserves the right to refuse any rental.

WITH THE EXECUTION OF THIS CONTRACT, BUILDING ACCESS AND USE SHALL CONFORM TO THE INDICATED RENTAL TIMES AND SHALL INCLUDE ALL SETUP, EVENT AND TEARDOWN TIMES. THIS BUILDING IS PROTECTED BY A SECURITY SYSTEM AND ANY ACCESS TO THE BUILDING OUTSIDE OF THIS AGREEMENT WILL RESULT IN A WESTERVILLE POLICE DEPARTMENT RESPONSE AND LOSS OF \$200 OF THE DEPOSIT AND MAY RESULT IN REFUSAL OF FUTURE RENTAL OPPORTUNITIES.

INITIAL \_\_\_\_\_

I HEREBY AGREE TO THE CONDITIONS OF THIS RENTAL AGREEMENT AND SIGNIFY THAT ALL INFORMATION SUPPLIED BY ME IS TRUE AND CORRECT. I ASSUME ALL LIABILITY FOR THE CONDUCT OF MY GUESTS AND/OR BUSINESS INVITEE AND FOR ANY DAMAGES OR LOSS DURING THE SPECIFIED TIME OF POSSESSION OF THIS AGREEMENT.

_____ Signature of Renter	_____ Date	_____ Approx # of Guests	_____ Use of Kitchen Facility
_____ Renters Address / P.O Box		_____ Daytime Phone #	
_____ City/ State /Zip Code		_____ Alternate Phone # or Email Address	

*Thank you for allowing us the opportunity to serve you. We would like you to rent the American Legion Hall again. Please abide by the rules, regulations and agreements in this contract to ensure your future use of the facility.*

Office Use \_\_\_\_\_

_____ Date Contract Rec'd	_____ Signature of AMERICAN LEGION Rep	_____ Key#
------------------------------	---	---------------

\$ _____ Security Deposit	_____ Rec'd _____ Date	\$ _____ Rental Fee	_____ Rec'd _____ Date
------------------------------	------------------------------	------------------------	------------------------------