CHENANGO COUNTY POMONA GRANGE

Hall Rental Terms & Conditions

CONTACTS

PRIMARY		SECONDARY
David Barnes	***Name***	**Edward Lawton**
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TERMS

FEES

We offer two options for a single occurrence rental. They are: 1) Hourly for up to 5 hours at a rate of $50/hour (includes an hour prior to and an hour after rental time for setup and cleanup) and 2) All Day (5 hours or more) at a flat rate of $250. If you wish to rent for a multi-occurrence event, please contact us to discuss rate and payment options.

All rentals are required to pay an upfront security deposit of $100. This reserves the date(s) requested and is refunded after the conclusion of the rental and an inspection of the building has occurred to insure all rental conditions were met.

Cancellation of the rental may be initiated by either party at any time prior to the rental date. The party canceling the rental must contact the other party as soon as possible to let them know. In this case all monies already paid will be refunded.

CONDITIONS

INCLUDED IN RENTAL

Use of all tables and chairs
Use of the Coffee Maker
Use of cleaning equipment and supplies (broom, mop, paper towels, toilet paper, etc.)
Use of the Kitchen including:
- ***Refrigerators***
- ***Microwave***
- ***Residential Stove***
- ***Serving dishes and utensils stored there***

RESTRICTIONS

No Smoking allowed in the building
No Alcoholic beverages allowed in the building
No fastening device may be used on the walls or ceiling that will damage them upon removal
Use of any Grange property not outlined in the included section above must be authorized prior to rental date.
Due to existing member allergies -- NO Latex balloons

RENTER'S RESPONSIBILITIES

Upon conclusion of the event:
- ***All tables and chairs must be picked up and put away***
- ***All thermostats must be set back to 60 degrees***
- ***Coffee Maker unplugged***
- ***All garbage and recyclables must be bagged and removed, including restrooms.***
- ***The floor and counter must be cleaned***
- ***All kitchen equipment, dishes and utensils used must be cleaned and put away***
- ***All windows and exterior doors must be closed and locked***
- ***All lights must be turned off, except restroom lights as they are on an automatic shutoff system***
- ***The key to the building must be left in the designated location***