

La Mesa Woman's Club Rental Agreement

5220 Wilson Street, La Mesa, CA 91942

(619) 466-4362

Email: info@lamesawomansclub.org

This rental contract is made by and between La Mesa Woman's Club and the Renter named below. There are no oral agreements or understandings. The rental agreement includes this rental contract and accompanying Rules & Conditions.

Renter: _____

Mailing Address: _____

Phone: _____ Cell Phone: _____ Email: _____

Type of Event: _____

Date of Event: _____ Number Attending: _____

Time Period: _____ am/pm until _____ am/pm. (NOTE: take down & cleaning must be done within these hours)

Caterer's Name & Phone # _____

Beverage Service Name: _____

<u>FEES:</u>				
	Mon - Thurs	Fri / Sun	Sat	
Rental of Hall	\$135/hr (3 hr min)	\$150/hr (3 hr min)	\$1,000 (6 hrs)	\$
Rental of Meeting Room	\$75/hr (3 hr min)	\$75/hr (3 hr min)	n/a	\$
Microphone / PA	\$25	\$25	\$25	\$
Projection Screen	\$15	\$15	\$15	\$
Security Deposit	(refundable deposit to cover damages and honor contract time)			\$
Decorating Hours	\$50/hr	\$50/hr	\$50/hr	\$
Cleaning Fee	\$150	\$150	\$150	\$
TOTAL RENTAL FEES				\$
Total Security deposit due at signing of contract (half of total rental fees)				\$
Balance due forty-five days (45) prior to event			Due by date:	\$
NOTE: \$100 charge will be added if balance due is up to 7 days late and \$200 if up to 15 days late				
Cancellation of event will occur if payment is not received within 30 days prior to scheduled event.				
Date received: _____				

Security Deposit Refund:

Security deposit received \$ _____

Minus Overtime (over six hours) \$150/hr (any portion of the hour represents an hour) \$ _____

Minus cost to repair any damages, if applicable \$ _____

Total Deposit Refunded \$ _____

I have received and read the above rental agreement and accompanying Rules & Conditions. I understand them and agree to abide by them. I understand that any deviations from said Rules & Conditions may result in closure of the premises and forfeiture of remaining time and monies. I also agree to hold the La Mesa Woman's club, staff, officers and/or volunteers free and harmless from any loss, damage or liability, cost or expense that may arise or be caused in any way by such occupancy of the La Mesa Woman's Club property.

Renter's Signature: _____ Date: _____

_____ Date: _____

La Mesa Woman/s Club Authorized Signature/Title

Revised 7/17