

VINELAND STATION RENTAL CONTRACT

Date: _____

Contract Number: _____

Deposit Paid: _____

Date Balance Due: _____

Balance Due: _____

This agreement made and entered into this date, _____ by and between Historic Vineland Station of Columbus County, North Carolina, party of the first part (hereinafter referred to as LESSOR), and _____ party of the second part (hereinafter referred to as LESSEE).

WITNESSETH: That for and in consideration of the rents and mutual covenants hereinafter set forth, the LESSOR does hereby let and lease unto the LESSEE the facilities, equipment, and services hereinafter referred to under the terms hereinafter provided.

1. The LESSOR shall provide for use of the LESSEE for the period or periods of time as _____ on the day(s) of _____.

2. The LESSOR shall provide to the LESSEE in connection with the use of the facilities hereinabove referred to: cleaning services, maintenance of the building, electrical services, staff representation, as well as set up of Vineland Station owned tables/chairs. An additional fee may be charged to set up rented tables and/or chairs. Vineland Station is not responsible for rented items left after scheduled event time.

3. The LESSEE shall pay the LESSOR the sum of \$700 for rent for events within ninety (90) days from the date of this agreement. Events scheduled greater than ninety (90) days from the date of this agreement shall be paid as follows:
One-half of the rent shall be paid at the time of the signing of this contract and the balance shall be paid within (90) days of the date of this contract. A deposit for damages shall be paid by the LESSEE to LESSOR at the time this contract is executed in the amount of \$300.

4. LESSOR may require LESSEE to make payment in cash or by certified check before event takes place. The deposit includes a non-refundable portion of the rental fee as described in GENERAL INFORMATION, and the refundable damage deposit. The damage deposit may be applied, at LESSOR'S discretion, towards repairing, replacing, or the extra cleaning of any damage to LESSOR'S facility or property caused by LESSEE, LESSEE'S guests, or persons contracted by LESSEE. The LESSEE shall also be

responsible for any such damage in excess of \$100. The unused portion of said damage deposit shall be refunded to the LESSEE no longer than thirty (30) days after the date of facility usage.

5. The LESSEE expressly agrees that the above named facility shall, during the term of this lease, be used exclusively for _____.

6. The LESSEE shall provide to the LESSOR details for set up requirements at least seven (7) days prior to the date of the first scheduled use.

7. The LESSEE shall comply with the regulations of the LESSOR, as printed on the pre-provided GENERAL INFORMATION and DECORATING GUIDELINES statements and made a part of this agreement as fully as it set forth herein. In the event that the LESSEE shall violate any of the regulations to herein, this lease shall terminate and the LESSEE, LESSEE guests and LESSEE contracted personnel shall vacate the facility immediately.

8. The LESSEE shall accept financial responsibility for any damages to the facility or its equipment caused by the LESSEE'S employees, assistants, audience, guests, or contracted personnel.

9. The LESSEE shall indemnify and hold harmless the LESSOR for any claim or claims of injury to persons or property arising out of and in connection with the use of the facility hereinabove referred to by the LESSEE. This indemnification shall include reimbursements to the LESSOR for all responsible costs arising out of said claims or claims.

10. The LESSEE shall obtain at LESSEE'S expense, security services of qualified persons, to be approved by LESSOR, during the hours of the event for qualified events (see information sheet for guidelines).

11. The LESSOR shall have the authority to shut down the event if the security officers do not report to the event at the designated time. The LESSEE would be instructed to leave the premises immediately. In which case the LESSEE shall not receive any refunds.

12. The LESSEE has read the rules and guidelines and agree to abide by all terms.

In testimony whereof, the parties hereto have caused this contract to be executed. I am further stating that I have read, understand, and will abide by all rules and regulations as founding the following pertaining to the rental of Vineland Station:
(check appropriate ones)

_____ GENERAL INFORMATION _____ CATERER'S RESPONSIBILTIES
_____ DECORATING GUIDELINES _____ SECURITY OFFICER RESPONSIBILITIES

VINELAND STATION (LESSOR)

LESSEE
