

Lookout Fire Co. No. 1

123 SOUTH MAIN STREET • PEN ARGYL, PA 18072

Phone: 610-863-4121
Fax: 610-863-8374
www.lookoutfireco.com

BANQUET HALL RENTAL AGREEMENT

This lease made on _____ between Lookout Fire Co., referred to as Lessor and (name) _____ referred to as Lessee. Lessor agrees to lease the LOFC Banquet Hall to Lessee commencing on _____ for a 12 hour term ending at 11 PM. Lessee's approximate starting time (not before 11AM) _____ and ending time of _____.

The purpose of the lease will be for the following: _____.

Rental Fee: \$350.00 plus security deposit. Approximate number of people attending _____.

There is a \$100 refundable security deposit which will be refunded if the hall is returned to same condition prior to the event.

1. The Lessee agrees to the terms of this agreement and will not hold the Lookout Fire Co, Pen Argyl Borough, or any of its members liable for injuries or damages resulting from the rental of its facilities on: _____. If any damages or personal injuries occur during the rental, a committee member must be notified within 24 hours.
2. Alcoholic beverages may be provided by the Lessee. Alcoholic beverages are not provided by the Lookout Fire Co. The Lessee agrees to indemnify and hold Lookout Fire Co. harmless from and against any and all claims, actions, damages, liability and expenses arising out of the provision by the Lessee of alcoholic beverages or arising from or out of any occurrence in, upon or at the Lookout Fire Co. during the term of the Lessee's rental. In case Lookout Fire Co. shall be made a party to any litigation in connection with any such occurrence, the Lessee shall indemnify, defend and hold Lookout Fire Co. harmless and shall pay all cost, expenses and attorney's fees incurred or paid by Lookout Fire Co. in connection with such litigation. No person under 21 years of age will be given alcohol and no person or group shall sell alcohol.
3. In consideration therefore, Lessee agrees to pay Lessor \$100 security at date of contract. This contract (one copy) must be returned within 10 days to hold the date. Checks made payable to Lookout Fire Co #1. Return check fee \$30.
4. Balance of the contract amount must be paid in full 10 days prior to the rental date.
5. NO Commercial or profit-making person or group shall have use of the hall without prior approval of the Lessor.
6. The use of nails, tacks, or tape shall not be used on walls, doors, tables, etc. You may only use tape or tacks on the cork stripping and if used on any other area, will result in a forfeited deposit. The use of glitter or confetti is not permitted.
7. Lessee will be held responsible for damage to Lessor's equipment, building or property. Repair of damage will be cost of repair to Lessee by the contractor of Lessor. This property is under video surveillance.
8. The kitchen may be used to heat and serve food and beverages. Any cooking of food must be approved by Lessor, and if approved, an additional \$25 will be charged for the use of stove. Will you need the stove for cooking? (Yes or No)
9. All entrance doors must remain closed at all times during the rental.
10. If an event must be cancelled, a 30-day written notice is required. In the event a state of emergency is enacted, the event may be cancelled by either party and a refund will be made. Lessor may cancel or change contract due to COVID restrictions.
11. Parking will be in the lot to the right upon entering the facility. The driveway into the facility must be kept clear at all times.
12. If using a caterer, select one of the following: Cafe on Broadway 610-881-4261, Elite Gourmet Catering 610-588-8377, Bady's Grove & Catering Service 610-863-5751, J. Defranco & Daughters Catering 610-588-6991, Carol's Catering 610-588-5728.

LESSOR (LOOKOUT FIRE CO. #1)

LESSEE (Print Name & Sign)

By: _____

Sign: _____

Address: 123 S. Main St., Pen Argyl, PA. 18072

Print: _____

Facility Contacts: Jim Davey 610-863-9536

Address _____

Dave Falcone 484-223-9064 Tom Cowley Jr. 610-393-5277

St: _____ Zip: _____ Phone No: _____

Lookout Fire Company No. 1 Use only

Received Deposit \$ _____ Ck # _____ Date _____ Received Rental Fee \$ _____ Ck # _____ Date _____

Proudly Serving the Borough of Pen Argyl for Over 125 Years

RETURN ONE SIGNED COPY WITH PAYMENT TO LOOKOUT FIRE CO. #1

Version 5