

## Maple Shade Barn Rental Agreement

This Facilities Rental Agreement is entered into by and between Northern York County Historical and Preservation Society (NYCHAPS) and \_\_\_\_\_ (Renter.)

Renter Details:
Name or Organization:
Contact Name:
Street Address:
City, State and Zip:
Contact Email:
Phone (daytime):
Phone (emergency):

Event Details:		
Day/Date		
Time *time of rental includes set up, and clean up	Start:	End:
Estimated # of Guests:		

Rental Fee:
Kitchen (optional)
Additional services (optional)
Total Rental Fee:

Deposit Amount	Date Paid
Balance Due	Date Paid

All reservations for private functions are made upon and subject to the rules and regulations of NYCHAPS and are subject to the terms and conditions described herein. It shall be the sole responsibility of the Renter to inform their vendors, employees, and guests concerning their obligations under this Agreement.

Date will only be held upon receipt of signed contract and payment of deposit.

## **RESERVATION AND RENTAL DEPOSIT**

NYCHAPS reserves the right to refuse any and all applications for rental.

Renter is to pay NYCHAPS a rental fee for the use of the specified facility, for the sum of \$\_\_\_\_\_. A deposit of \$\_\_\_\_\_ shall be used to hold the reservation. The balance of the Rental Fee shall be paid fully by Renter one week before the day of the Event.

## **CANCELLATION**

Either party may cancel this contract up to 21 days prior to the event date, at which time the entire deposit shall be refunded in full. If the Renter cancels this contract between 21 and 7 days prior to the event date, 50 percent of the deposit will be refunded. If the Renter cancels within 7 days prior to the event date, the entire deposit will be forfeited.

## **SETUP**

The Renter may not physically alter the existing space. Renter may not block exits.

TENTING may be rented from a third party. Use of tents must be approved by NYCHAPS in advance.

DECORATIONS: No nails, tacks or tape may be used to attach decorations. No paint may be applied. No glitter or sparklers may be used. Use of existing nails

Renter agrees that the facility and grounds will be delivered by and returned to NYCHAPS in its "as is" condition.

## **ALCOHOLIC BEVERAGES**

It is the responsibility of the Renter to obey all applicable Pennsylvania laws, including but not limited to prohibition of alcohol to minors and intoxicated persons.

## **CLEAN UP**

All food and beverage debris, decoration supplies and other trash must be picked up, bagged and removed from the property by the Renter. The Facility and grounds must be left in an orderly condition. NYCHAPS is not responsible for any items left behind by the Renter or its guests.

## **PARKING**

Parking is available on the NYCHAPS property in areas designated or along Greenbrier Lane. NYCHAPS is not responsible for theft of damage to any vehicle, or possessions therein during, prior or after the event.

**HOLD HARMLESS**

NYCHAPS does not assume liability for the loss, theft, damage or injury (or death) to persons of their personal property. Guests agree to indemnify and hold the owners harmless for any liabilities, theft, damage, and cost or expense whatsoever arising from or related to any claim or litigation which may arise out of or in connection with Guests use and occupancy of the rental property, including but not limited to claims for personal injury or property damage/loss.

**NON-TRANSFERABILITY**

Facility rentals made to a particular Person or Group are made exclusively for that Renter. Renter shall not have the right to assign its rights or obligations under this Agreement without the prior consent of NYCHAPS.

**MISCELLANEOUS**

This Agreement shall be governed by and in accordance with the laws of the Commonwealth of Pennsylvania.

Signatures: *Signing below confirms you have read and understand this contract and associated guidelines*

Renter Name: \_\_\_\_\_

Renter Signature: \_\_\_\_\_

Date: \_\_\_\_\_

NYCHAPS: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please mail signed document with deposit to:

**NYCHAPS, P.O. Box 340, Dillsburg, PA 17019**

Make checks payable to NYCHAPS

Questions? Contact office at 717-502-1440, T-F between 11am-3pm

or email [dkane@northernnyorkhistorical.org](mailto:dkane@northernnyorkhistorical.org)