



Phillips-Kleiner VFW Post 5627
5051 Branchville Road
College Park, MD 20740
(301) 474-3512



HALL RENTAL PRICING, RULES AND REGULATIONS

The rate that a rental customer is charged is based on a number of factors and is determined on an individual basis. If your group has need of a bartender, you will be charged an additional \$75.00. Please call Joe Ruth at (301) 937-7193 for a quote.

Deposit:

A \$75.00 non-refundable deposit and signed Hall Rental Agreement (page 2) are due three weeks prior to the date of the event to ensure the reservation. The full amount of the Hall Rental Agreement, including the bartender fee is due one week prior to the date of the hall reservation date.

Minimum Rental Hours:

There is a minimum of three hours required for the hall rental.

Hall Cleanup:

It is the responsibility of the renter to ensure that the counters, tables and chairs are cleaned off and the tables and chairs put back in the original places. The floors must be swept and all trash put in the trash cans. If the hall is not cleaned in an acceptable manner as deemed by the Post, there is an additional \$75.00 cleaning fee payable immediately after the event.

Rules and Regulations:

- ___ Renter(s) and guests are expected to abide by the rules of the Post concerning their conduct. The bartender is in charge at all times and guests that the bartender feels are out of hand will be asked to leave. **No one under the age of 21 is allowed at the bar at any time, and we ask that minors be kept out of the lounge area. Minors must be off the premises no later than 9:00 PM.**
- ___ **No alcoholic beverages may be brought into or on Post premises or property by renter(s) or guests (this is per State Law.)** Renter(s) and guests may purchase beer and liquor in the lounge, but we ask that they be consumed in the hall or outdoor pavilion so that members of the Post may enjoy their lounge. No beer or alcohol may be consumed outside of the building unless renter(s) and guests have requested the use of the pavilion behind the Post.
- ___ **Renter(s) and guests may not loiter or consume alcoholic beverages in front of the building or in the parking lots.**
- ___ **No live bands, Cabarets or Casino Nights.** DJ's are allowed, but music volume must be kept down enough as to not disturb our neighbors and music must end by 11:00 PM.
- ___ **All renters and guests must be off the property by 1:00 AM.**
- ___ **Any damage to the Post or Post property will be paid for by the renter(s).**
- ___ **Failure to comply with any of the rules and regulations above may result in the renters and guests being asked to leave and all paid fees will be forfeited.**

See page 2 for Hall Rental Agreement



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HALL RENTAL AGREEMENT

RENTING PARTY'S INFORMATION

 Name:

 Home Phone:

 Address:

 Mobile Phone:

 City:

 Email Address:

 Date and Time of Rental:

Deposit Received: Yes No

Quoted Rate for Hall Rental:

Deposit Amount and Payment Type

 Post Representative (sign above)

 Renter One (sign above)

 Renter Two (sign above)

 Today's Date