



2011/12 MOOSE RUN GOLF COURSE CLUBHOUSE/PAVILION RENTAL AGREEMENT

Date of Event: _____
 Set Up Hour: _____ (1 Hour Free)
 Event Start Time: _____ End Time: _____
 Number of hours _____ @ _____ per hour = _____
 Cleaning Deposit (Refundable) _____ Receipt Number: _____
 Organization: _____ Category of User: _____
 Type of Function: _____
 Method of Payment: _____ Receipt Number: _____
 Name of Sponsor: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone Number: _____ Fax: _____
 Cell Number: _____ E-mail: _____

Your request for use of Moose Run Clubhouse or Pavilion is approved subject to the following conditions:

- a. Any property of the United States Government, damaged or destroyed by the sponsor or his/her guests, incident to the exercise of the privileges herein granted, shall be promptly repaired or replaced by the sponsor. In lieu of repair or replacement, the sponsor shall pay, to the United States Government, money in the amount sufficient to compensate for the loss sustained by the United States government by reason of damage to or destruction of government property.
- b. The United States Government shall not be responsible for damages to property or injuries to persons which may arise from or be incident to the exercise of the privileges herein granted, or for damages to the property of the sponsor, his/her guests, or for the injuries to the person of the sponsor, his/her guests, or for the damages to the property of employees or others who may be on said premises at their invitation or the invitation of any one of them, arising from government activities on the said premises. The sponsor and his /her guests shall hold the United States Government harmless from any and all such claims.
- c. It is the responsibility of the sponsor to pay a Cleaning/Damage deposit - \$250 for clubhouse rentals and \$150 for pavilion rentals.

d. It is the responsibility of the sponsor (Groups 1 and 2) to ensure that there is a letter from the 673rd MSG/CC granting permission to serve malt beverages and wine during the event.

2. By signature hereon, the sponsor assumes responsibility for, and understands, the following:

a. Conduct of all participants, and liable for damage or loss caused as a direct result of negligence.

b. Arriving at the reserved hour and remaining throughout the event.

c. Insuring that no individual under 21 years of age is allowed to neither introduce nor consume alcoholic beverages on or about the premises.

d. That no cooking is permitted (clubhouse only).

e. Only the main floor is rented, with access to the restrooms on the lower level (not applicable to the pavilion).

f. That the Moose Run employee on duty is there for assigned tasks only and is not on call for additional responsibilities.

g. Insuring that all trash, debris, decorations, personal property, etc. are removed from the clubhouse or pavilion immediately upon conclusion of the event, and that all areas of the clubhouse or pavilion utilized during the reservation period are cleaned to the satisfaction of the employee on duty.

h. For complying with the Standard Operating Procedures concerning the reservation and utilization of the Moose Run Clubhouse/Pavilion, which is attached hereto and made a part of this agreement.

In addition to the above conditions, Moose Run would like to make you aware of the following:

A. Glitter and other type decorations that would be difficult to clean are not allowed.

B. The clubhouse has 17 tables and 60 chairs. Three 6 foot folding tables are also available. The main floor of the clubhouse will comfortably seat AT MOST 70 people.

C. The pavilion has enough seating (picnic tables) for 150 people. The sides of the pavilion can be attached upon request prior to your event.

D. The ice machine and coolers will be available for use (clubhouse only). All other kitchen and food preparation equipment will not be available for use.

E. In lieu of a fire in the fireplace, we have 30 candles that are available. We ask that you do not use the fireplace for purposes other than lighting the candles. You may bring in your own candles or use ours, but we ask that you do not start a fire (clubhouse only).

The above instrument, together with all the conditions thereof is accepted this _____ day of _____ 20_____.

Signature _____ Date: _____