

**EVENT RENTAL AGREEMENT FOR USE OF
THE NEVADA CITY I.O.O.F. RECREATION HALL
212 SPRING STREET, NEVADA CITY CA. 95959**

Name of organization _____

Name of Responsible party (Please Print) _____

Address _____

Phone _____ E-mail _____

Dates of use _____ Times (am. /pm) _____ to _____

Approximate number of people expected to attend your event, 228 maximum _____

Purpose for use of hall _____ have you rented the hall before? _____

Will alcohol be served? _____

Security/Cleaning Deposit \$150.00

Key Deposit \$50.00

Rental Fee \$ _____ Plus \$ _____ Per hour after 4 hours.

Grand Total \$ _____

Insurance Carrier _____ Policy Number _____

Rental Agent Contact Information: _____ Phone # _____

Rental Agent E-mail address _____

The attached Rules and Guidelines are made part of the Rental Contract. The foregoing contract, rules and guidelines, constitutes the entire agreement between the parties.

Signature of Responsible party _____ Date _____

Signature of Rental agent _____ Date _____

Signature of Treasurer _____ Date _____

Signature of 2nd Lodge Officer _____ Date _____

Approved by Oustomah Lodge #16 on _____