

**W. B. Williamson, Post #1
The American Legion, Inc.**

1530 9th Street
Lake Charles, LA 70601
(corner of 9th St. & 2nd Ave.)

Telephone: 337-436-3300
fax: 337-436-3381
email: lakecharlespost1@suddenlinkmail.com

RENTAL AGREEMENT

In consideration of the sum stated, The American Legion, W. B. Williamson, Post #1 enters into a rental agreement with individual herein after referred to as (Renter). Provisions of the agreement are as follows:

I. PREMISES

The premises being rented is located at 1530 Ninth Street, Lake Charles, La. This agreement includes the main assembly hall, kitchen, entrance foyer, bathrooms, outside grounds and parking area.

II. RESPONSIBLE PARTIES

It is the individual (Renter) signing this agreement to inspect the entire premises and further agree upon the condition of the premises and furniture before accepting these conditions.

The individual (Renter) signing this agreement is held responsible for compliance with conditions herein set forth. If a company or corporation rents the premises, one individual must accept responsibility for compliance with the condition. The premises shall not be used for any purpose that may in violation of any law zoning ordinances for any purpose that tends to damage or depreciate the premises.

III. HALL SECURITY

Lights and air conditioners shall be turned on one hour (1hr.) prior to the beginning of the function. The renter is responsible for hiring security, if needed.

IV. RENTAL FEES

In consideration of the **rental fee of FOUR HUNDRED DOLLARS, (\$400.00) per day** the premises described in ARTICLE 1 of this contract is rented to the under signed Renter for the specified date. **The premises will be available for occupancy at 7:00 A.M. the day of the rental to allow time for any decorating that you may want to do. Your rental fee covers only the day you've chosen and NOT the day prior. The building must be vacated no later than 12:00 A.M. the following morning to allow time for cleaning for the next rental. It is understood that no one may enter the premises before the specified time of 7:00 A.M. on the day of rental.**

V. SECURITY DEPOSIT

A deposit of ONE HUNDRED & FIFTY DOLLARS (\$150.00) against damages will be charged. (If the deposit is paid by check, your check WILL BE CASHED.) The deposit is refundable only if there are no damages to the building or the contents, ALL TRASH IS HAULED TO THE DUMPSTER, and tables & chairs are set back up in proper Legion format as was found. The building and parking lot should be left in the exact condition it was found prior to the function. All possessions of Renter must be removed immediately following event. In the event that any possessions are left behind, the post will dispose of such items as deemed necessary. The refunding of such deposit will be done by mail within 7 business days – NO EXCEPTIONS.

VI. CEILING & WALLS

Nothing shall be attached to the ceiling, walls or light fixtures. Streamers may be only attached to the ceiling hooks along the walls at the ceiling line, which have been installed by Post #1. NO GLUE, SCOTCH TAPE OR DUCT TAPE, STAPLES OR STAPLE GUNS WILL BE ALLOWED.

VII. CONDITIONS

The renter further agrees to the following conditions:

- A. No damage is to be caused to the building or anything belonging to Post #1 on the premises.
- B. The renter is not to bring any chairs or tables into the building.
- C. Brads, nails, thumbtacks, staples, packing tape, scotch tape, duct tape and staple guns are **NOT** allowed.
- D. Masking and painters tape are the **ONLY** tape allowed in the building and must be removed at the end of the function.
- E. All trash must be picked up and put in the dumpster. This includes the building and parking lots. (\$150.00 for non-removal)
- F. All renter's articles MUST be removed immediately following the function. Post #1 will not be responsible for items left on the grounds, in the building, lost or stolen.
- G. No pictures will be moved or removed from the walls.
- H. There shall be NO sitting, standing or placing heavy objects on chairs or tables. Beer kegs are NOT to be placed on the tables.
- I. Tables will NOT be dragged. If tables must be moved, they must be carried.

- J. Folding and lying down of tables is NOT ALLOWED.
- K. The renter must furnish his or her own stepladder.
- L. NO COOKING is allowed in the kitchen. You may use the kitchen stove & / or microwave for heating your food and there is a separate refrigerator for your use as well. Please bring your own utensils & any cookware that you will need. Ours is not available for renter's use.

VIII. VIOLATIONS & INFRACTIONS

_____ I agree to follow all conditions listed above. I am also aware that violations of Paragraph VII Item C is grounds for IMMEDIATE EVICTION without benefit of refund.

IX. PICTURE AND PICTURE TAKING

NO PICTURES SHALL BE MOVED OR REMOVED FROM THE WALLS. They may be draped with material only. No tack tape, scotch tape, etc. shall be used on picture frames, racks and walls.

X. DAMAGES

The renter is RESPONSIBLE for all damages done by his/her party or group to the premises or the contents of the building. This also applies to the outside buildings and the grounds. If any parties to this contract cannot agree to a price for damages, then a professional appraiser/estimator will be called in to give an estimate. The renter will be responsible for the cost of the appraiser/estimator. If the estimate exceeds the amount of the security deposit, the renter must pay when presented with the written estimate. If the renter does not pay at that time, then Post 1 insurance will pay for repairs and take necessary action to collect from the renter. It is further agreed that when the renter or individual signing the contract releases Post #1 from any responsibility from any personal accident caused by the renter or other parties. The renter MUST also show proof of Home Owner Insurance.

XI. INSPECTION OF BUILDING, FURNITURE & GROUNDS

It is the responsibility of the individual renting the hall to inspect the building, furniture, grounds, etc. with the Rental Chairman or his/her representative and initial each line below as to the condition of each item before accepting the rent of the building. The renter will be responsible for any damages, accidents, missing items, etc.

The renter or his representative must re-inspect the building, grounds, and furniture, etc. with the Rental Chairman or his representative after the renter moves out and again initial the same items as to their condition at that time. If damage exceeds the amount of the damage deposit, the renter must pay the additional amount at that time. Post 1 reserves the right to inspect the building and grounds after decorations are complete.

NOTE & INITIAL EACH ITEM BELOW

CEILING _____
 WALLS _____
 DOORS _____
 FLOORS _____
 KITCHEN _____
 RESTROOMS _____
 TABLES _____
 CHAIRS _____
 STOVE _____
 CABINETS _____
 EXTERIOR OF BUILDING _____
 GROUNDS _____

XII. DATE OF RENTAL

THE PREMISES DESCRIBED IN Article I of this agreement is hereby rented to the undersigned for:

DATE OF RENTAL

By signing this agreement the renter understands and agrees to adhere to the articles and conditions thereof.

\$400.00 Rental Fee
\$150.00 Security Deposit
\$550.00 Subtotal

RENTER'S SIGNATURE & DATE

RENTER'S PRINTED NAME

Rufus Nelands
Rental Chairman

RENTER'S ADDRESS

W.B. Williamson Post 1
 American Legion
 1530 Ninth Street
 Lake Charles, LA 70601
 (337) 478-1208
 (337) 436-3300

RENTER'S ADDRESS 2

TELEPHONE NUMBER

XIII. CANCELLATION NOTICE

Cancellation of any RENTAL AGREEMENTS must be done in person and this form completed by the RENTER & RENTAL CHAIRMAN.

REASON FOR CANCELLATION _____

RENTAL CHAIRMAN

RENTER'S SIGNATURE