

**DEER PARK MANOR
STANDARD RENTAL AGREEMENT**

Lessor and Lessee agree to the lease of Deer Park Manor
(the "Facility" or the "Premises") for the purpose of:

_____ (the "Event"), to take place on the _____ day(s) of _____, 20_____.

Name/Names _____

1. **Facility Defined:** The Facility refers exclusively to: Clubroom East, Clubroom West, outside gardens, terraces, outdoor 40x80 tented area, Performance Hall (with kitchen and bar), Mood Gallery, McArdle Conference Room, Clinch Median Center, surrounding lawn area, and accompanying restroom facilities.

2. **Event Time & Event Price:** Must circle one:

	<u>May-Oct</u>	<u>Nov-Apr</u>
Sat (Full day only, 9 a.m.-midnight)	\$4200	\$3500
Fri & Sun full day	\$2800	\$2500
Mon-Thu 9 a.m.-11 p.m.	\$200 per hour (min. 2 hours)	\$150
Wedding Weekend (Includes any 6 hours from 9a.m.-11:00 p.m. on Friday plus Saturday 9 a.m.-midnight)	\$4600	\$4400
Wedding Weekend with Penthouse (Includes any 6 hours from 9 a.m.-midnight on Friday and Saturday 9:00 a.m.-midnight plus the Penthouse from 3:00 p.m. on Friday up to 10:00 a.m. on Sunday)	\$5200	\$4900

3. **Security Deposit:** A Security Deposit of **\$600** shall be deposited by the Lessee. Payment of the Security Deposit secures the date of Lessee's Event. Lessee may chose, without penalty, to cancel the Event for up to two weeks after tender of the Security Deposit; if Lessee cancels after two weeks the Security Deposit shall be forfeited in full. If no cancellation occurs, the Security Deposit shall be held by Lessor to apply against any unpaid charges and/or against the cost of any damages to the Facility. The Deposit shall be refunded to the Lessee within 45 days after the date of Event minus all unpaid charges, the cost due to damage to the property and all other costs to return the premises (including tents, tables, and chairs) to its former condition. If the amount of unpaid charges or damages exceeds the amount of the Security Deposit, Lessee shall pay whatever additional amount is necessary to cover all charges and damages (including attorney's fees and cost of collection). Lessee must provide credit card number on file when last payment is made.

Agreement initial:

4. **Payment Due Date:** Full Payment must be received thirty (30) days prior to the day of the Event.

5. **Charge for "Extra" Event Time:** This Rental Agreement specifies the length of time of the Event. When the Event actually occurs, any extra time that the Event continues beyond the amount of time specified in the Rental Agreement will be charged at an hourly rate of \$225 per hour after midnight (this includes catering cleanup, etc.). However, under no circumstances may Lessee or Lessee's guests or agents (including caterers, DJ, wedding party etc.) continue to be present in the Facility after 1:00 am; there shall be a charge of \$800 per hour if this is violated.

6. **Set-up & Take-down:** In addition to the Event Time, Lessor, in its sole discretion, shall allow Lessee or Lessee's guests or agents to use the Facility for setup or take down activities ("Set Up and Take Down Time"). Lessee shall pay \$50 an hour for Set Up and Take Down Time that would occur the day before or the day after the event. Set Up and Take Down includes such activities as catering setup and take down, arranging furniture, installing and removing decorations, post-event cleaning by Lessee etc.

7. **Alcohol:** Only servers licensed by the Indiana Alcohol and Tobacco Commission (ATC) may serve alcohol, and under no circumstances may anyone under the age of 21 or anyone noticeably intoxicated be served alcoholic beverages; the client's alcohol server must obtain a Temporary Beer and Wine Permit from ATC. This policy includes the rehearsal dinner.
8. **Smoking:** No smoking is allowed indoors. Smoking is allowed on the outside patios and North drive only (not under the tent). Please be sure all cigarettes are extinguished in the provided and appropriate containers. If smoking occurs indoors, Lessee will be charged \$150 in addition to any damages or extra cost of cleaning.
9. **Fireworks & Candles:** No fireworks or sky lanterns are allowed. Sparklers are permissible and need to be discarded in provided metal bucket after use. Candles must be attended and in appropriate containers.
10. **Smallest Billing Increment:** For all purposes in this contract, the smallest billing increment is one hour.
11. **Parking:** Designated parking is in the front parking lot of the Manor House building ONLY. If additional parking is necessary, please contact the management for further instruction regarding parking on the gravel area to the North of the Manor House. If event is over 100 guests, Lessee is required to have someone direct traffic.
12. **Inside Capacity:** The maximum inside capacity is 200 persons, no exceptions.
13. **Responsible Use & Noise:** The Lessee agrees to use the facilities only for the purpose stated above and in a responsible manner that will not cause any damage or create a nuisance of any kind. The Lessee agrees to abide by City of Bloomington Noise Ordinance to keep all noise/music at a level so as to meet this ordinance. All music must end by 11:00 p.m. per this ordinance, unless arrangements have been made to have music inside the facility only after 11:00 p.m. and music is kept at a level that does not violate this ordinance.
14. **Indemnity:** The Lessee releases and agrees to indemnify the Lessor against any liability for person or property occurring on or about the leased premises during the period of the lease, resulting from any cause. Lessor is not responsible for any lost or stolen personal or rented items.
15. **Pool Floor Charge:** During the period November 1 to May 1 if Lessee desires to use the structural pool cover there shall be an extra cost of \$500.

This agreement made and entered into this ___ day of _____, 20__ by and between Deer Park Management, Inc

("Lessor") and _____, ("Lessee").

Street Address: _____

City: _____

State and zip: _____

Email address: _____

Phone number: _____

Signed By:

Lessee

Lessee

Lessor, Deer Park Management, Inc