

The Nutley Historical Society
65 Church Street, Nutley, NJ 07110
973-667-1528
Rental Agreement

Rental fee (4 hours) Member : \$175; Non-member: \$200 (Sat/Sun) _____	Date of Event _____
Rental Fee (4 hours) Member: \$100; Non-member: \$125 (Friday) _____	Time of Event _____
Rental Fee (4 hours) Member: \$50; Non-Member: \$60 (Mon-Thurs) _____	Type of Event _____
Membership Fee (\$15) _____	# of Guests _____
Additional hourly fee @ \$50/hour _____	# of Tables _____
Janitorial Fee (cash or check made payable to "Cash") _____ \$50.00	# of Chairs _____
Sub-total _____	
Less Deposit _____	
Balance Due (30 days prior to event) _____	

Name of Renter: _____

Address: _____

Home Phone: _____ Work Phone: _____

The Renter must agree to the following terms:

1. No smoking permitted on the premises.
2. No DJs or smoke machines permitted on the premises.
3. No loud noise or music after 10:30 PM.
4. No liquor is allowed on the premises other than beer and/or wine.
5. The use of tape, tacks, pushpins, staples, clamps, etc. is prohibited.
6. All spills, including the kitchen area, must be cleaned up immediately.
7. The premises must be left in the same condition as found. All decorations must be removed; all table surfaces should be wiped clean; all trash (no liquid) is to be put in sealed plastic bags supplied by the renter.
8. Charges for additional hour(s) begin 10 minutes after the contracted 4-hour rental.
9. The hall will be occupied no later than 11 PM.

Any violations of the terms of this agreement or damage to the property will result in the loss of part or all of the security deposit. Should any damage exceed the security deposit, the renter agrees to pay for any damages exceeding the security deposit.

\$150 Security deposit in a separate check, **Payable to Nutley Historical Society**, returned following your event.

Signature of Renter: _____ Date: _____

Office Use Only:

Date fee Received: _____ Check #: _____ Amount: _____

*New rates effective June 2016