

ST. JOSEPH HALL

LARGE FUNCTION RENTAL AGREEMENT

JUDY MARTINEZ

719-289-2615

LANDLORD: ST. JOSEPH PARISH

1145 S ASPEN RD

PUEBLO, CO 81006

719-544-1886

TENANT _____

ADDRESS _____ PHONE _____

Regular Contributing Member

Rent.....\$750.00
(\$100.00 each additional hour)
*40% Non-refundable deposit
*Damage deposit.....\$200.00
Small kitchen (included in rental fee)
Large kitchen Additional\$350.00

Non Parish Member

Rent.....\$1050.00
(\$100.00 each additional hour)
*40% Non-refundable deposit
*Damage deposit.....\$200.00
Small kitchen (included in rental fee)
Large kitchen additional\$350.00

Non profits and benefit functions 50% of above fees.

(Regular contributing member and non parish member.)

*ALL FUNCTIONS MUST BE CONCLUDED 11:00 PM.

*DAMAGE DEPOSITS ARE HELD UNTIL THE AREAS ARE INSPECTED FOR DAMAGE.

*RENTAL FEES MUST BE PAID IN FULL AT THE TIME DATE IS RESERVED.

*NONREFUNDABLE DEPOSIT—SEE CANCELLATION RULES AND REGULATIONS #4.

*FACILITIES MANAGER WILL OPEN AND CLOSE FACILITIES FOR THE EVENT WILL BE ON THE PREMISES DURING THE EVENT TO MONITOR AND ADVISE CONCERS WITH KITCHEN EQUIPMENT, CLIMATE AND LIGHTING, ETC.

Decorating night before, \$35.00 per hour, if available. Otherwise hall is available 11:00 am if available.

SECURITY MUST BE PRESENT FOR ALL FUNCTIONS. RENTER (LESSEE) WILL CONTACT AND CONTRACT WITH
HARRISON SECURITY (719-250-8854)

Cash, money order, or credit card will be accepted. Check is payable to St. Joseph Parish. No personal checks will be accepted.

TERM: The term of the lease shall be from _____ .M. on _____ 20__ to _____ .M.

Security Contract Received on _____

Rental\$ _____ (5 hr limit) Damage Deposit \$ _____ Decorating \$ _____ Large Kitchen _____

TOTAL AMOUNT _____

Received by _____
Hall co-coordinator

Date received _____

Door Code _____