

St. Joe Kickers Sport Club, Inc.
U.S. 31 Between St. Joseph and Berrien Springs
P.O. Box 336, St. Joseph, MI 49085
(269) 429-1057 www.StJoeKickers.com

RENTAL CONTRACT

Event Date _____ Type of Event _____
Event Hours _____ Approximate Number of Persons Attending _____
Contact Person _____ Email _____
Home Phone _____ Other Phone _____
Address _____

A. HALL RENTAL FEES & OTHER:

Club Room (capacity is 60 persons)	\$150.00
Club Room & Patio	\$250.00
Dance Hall (capacity is 300 persons)	\$500.00
Dance Hall & Club Room	\$600.00
Dance Hall, Club Room & Patio.....	\$750.00
Microphone and podium.....	\$ 50.00
Table centerpiece.....	\$ 3.00
White linen table cloth.....	\$ 3.00

B. POLICIES:

1. The St. Joe Kickers Sport Club, Inc., and its officers/representatives and/or members shall not be liable for any and all accidents or injuries within the building or outside of the building.
2. The St. Joe Kickers Sport Club, Inc., and its officers/representatives and/or members are not responsible for any stolen or lost articles.
3. No club property can be removed from the premises at any time. The facilities are to be used with great care and respect.
4. The party signing this agreement is responsible for and must reimburse all damages.
5. A \$25.00 per hour staff fee will be charged when no food or beverage is necessary.
6. No outside catering is allowed.
7. No beverages, alcoholic or otherwise are to be brought into or taken out of the club.
8. Fees above are for the use of our facility up to 8 hours. Additional fees may apply after 8 hours.
9. Music is to cease playing at midnight and the premises must be vacated no later than 1:00am.
10. Removal of tables and chairs will incur additional fees: each table - \$5.00, each chair - \$1.00
11. Decorating and setup are to be done on Thursday evenings from 6:00pm until 10:30pm prior to the event. A \$25.00 per hour fee will be assessed for any additional time needed and/or to open up the club.
12. No open flamed candles, confetti, glitter, or birdseed is allowed. Please do not use thumbtacks or nails in any wallpapered surface.
13. To finalize plans and a firm commitment of persons attending, please contact the Banquet Manager, at (269) 429-1057 at least 21 days prior to the scheduled event date.
14. For bar information, please see "Contract for Bar Service" on our website. Bar Manager, Christine Dudeck can be reached at (219) 716-3141.

C. PAYMENT TERMS:

1. A non-refundable deposit of the full rental fee will be required to reserve the facility.
2. A second deposit of \$500.00 is due 21 days prior to the event.
3. One signed copy of this contract must be returned with the required deposit within 10 days of receiving the contract. Please mail deposit and signed contract to: **St. Joe Kickers Banquet Manager, P.O. Box 336, St. Joseph, Michigan 49085**. Please make check payable to the "St. Joe Kickers Club".

4. The final balance is due in full at the end of the scheduled event. The St. Joe Kickers accepts cash, local checks or credit cards for payment.
5. A fee of \$25.00 will be charged for non-sufficient funds.

I have read this agreement and hereby agree to the above terms and policies for the use of the facilities of the St. Joe Kickers Sport Club, Inc.

Date _____

Print Name _____

Signature _____