

VFW Post 9662 - Rental Contract

1309 NE 6th Ave., Des Moines, IA 50313-1231

(515) 289-9914

A \$100 deposit will be charged at the time of the reservation. The deposit will be refunded after the event, provided the following criteria are met and all checks have cleared the bank.

- All trash will be bagged and taken to the outside receptacle.
- Decorations may not be attached to the walls or ceiling, and all decorations must be removed. Any tape on ceilings/walls will forfeit deposit.
- All tables and chairs must be returned to their respective places.
- Floors must be swept, spills mopped up and counters/tables wiped clean.

Note: Kitchen use is an additional \$50 fee (this does not include using VFW products).

Scheduled date of rental (day of week/month/day/year) _____ Rental charge: \$ _____

VFW 9662 Member (Post or Auxiliary) \$150/Non-Member \$300

RENT MUST BE PAID AT LEAST ONE WEEK (5 working days) BEFORE THE RENTAL DATE. _____ (initial here)

Purpose of rental: _____

Desired start time: _____ Expected end time: _____

Estimated Number of Attendees: _____

Name: _____

Address: _____

City, State, Zip: _____

Phone: _____

Deposit: \$100 _____
Rental Fee: _____
Kitchen Use: _____
Keg: _____
Total: _____
Amount Paid: _____
Amount Due: _____
Amount Paid in Full: _____

Renter agrees to pay VFW Post 9662 the sum of \$100 to hold the date for this reservation. Deposit will not be returned if cancellation is less than 60 days of the scheduled date of the rental. _____ (initial here)

Renter will not receive deposit back if it is deemed the criteria above are not met and the facility is not returned to an acceptable state. The \$100 deposit will be returned only after checks have cleared the bank and the premises have passed inspection. _____ (Initial here)

Renters will directly pay the bartender \$15.00 per hour outside of normal business hours and \$5 during regular posted business hours. _____ (initial here)

Renters will purchase all Pop, Alcoholic beverages and Bottled Water from the Post. _____ (initial here)

Keg beer (kind and amount): _____ \$200 per keg _____ (initial here)

This contract is not valid until ALL information is completed.

Renter's signature: _____ Date: _____

Signature of person receiving deposit: _____

One copy of this contract will be provided to the renter if requested & one copy retained by the Post.

Revised 04/07/2022