

# THE AMERICAN LEGION POST 365 - USAGE AGREEMENT

NAME OF EVENT: \_\_\_\_\_

REQUESTED BY: \_\_\_\_\_

LEGION MEMBER # \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

PHONE #: \_\_\_\_\_

ORGANIZATION: AL / AUX / SAL / ALR / VFW

EMAIL: \_\_\_\_\_

**ANY REQUEST MUST BE SPONSORED BY A MEMBER OF THE AMERICAN LEGION, THE AMERICAN LEGION AUXILIARY, SONS OF THE AMERICAN LEGION or AMERICAN LEGION RIDERS IN GOOD STANDING.**

No usage shall last more than six (6) hours or later than established closing times. Usage is available Sunday thru Saturday, during normal operating hours. Usage is not available during regularly schedule Post Meetings &/or Events. Usage is for the clubroom and/or back patio. Chairs and tables are included but must be cleaned, and in the condition found unless previous arrangements are made. Sponsor must remain with party during event.

DATE REQUESTED: \_\_\_\_\_

HOURS REQUESTED: \_\_\_\_\_ TO \_\_\_\_\_ (4 hours typical)

Number of Expected Guests: \_\_\_\_\_ (not to exceed 80)

(Initials) \_\_\_\_\_ ASSOCIATED USAGE FEES:

\_\_\_\_\_ (A) \$100.00 for the first 4 hours (for parties of 30 or more)

\_\_\_\_\_ (B) \$25.00 additional fee per hour after the fourth hour

\_\_\_\_\_ (C) For events having 1-29 guests in attendance, house bartender will be used. For events in excess of 30 guests, an additional \$50.00 will be assessed for additional bartender An American Legion Bartender must be used.

\_\_\_\_\_ (D) \$50.00 clean-up fee deposit (non-refundable)

THE POST MUST REMAIN OPEN AND ACCESSIBLE TO OUR MEMBERS! NO ALCOHOLIC BEVERAGES SHALL BE BROUGHT ONTO THE PREMISES BY ANY GUESTS. UNDER NO CIRCUMSTANCES WILL ANYONE UNDER TWENTY-ONE (21) YEARS OLD BE PROVIDED OR BE ALLOWED TO CONSUME ALCOHOLIC BEVERAGES ON LEGION POST 365 PREMISES. ANYONE VIOLATING THESE CONDITIONS WILL BE ASKED TO LEAVE THE POST IMMEDIATELY AS PER STATE OF CALIFORNIA ALCOHOL BEVERAGE CONTROL RULINGS. THE RENTER ASSUMES FULL FINANCIAL RESPONSIBILITY FOR ANY DAMAGES AND/OR THEFT OF LEGION POST PROPERTIES OR INJURY TO OTHER PERSONS CAUSED BY RENTER AND HIS/HER GUESTS.

I, \_\_\_\_\_ have read in full & agree to provisions contained within this Usage Agreement.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Sponsor (if not self): \_\_\_\_\_

**ALL CHECKS MUST BE RETURNED WITH THIS FORM** Check # \_\_\_\_\_ Date: \_\_\_\_\_

**DISCLAIMER:** AMERICAN LEGION POST 365 RESERVES THE RIGHT TO DENY THESE PRIVILEGES TO ANY PERSON(S) OR ORGANIZATION(S) THAT IS DEEMED, BY THE OFFICERS OF POST 365, TO BE INAPPROPRIATE OR NOT IN THE BEST INTEREST OF THE POST 365 MEMBERSHIP, THE AMERICAN LEGION OR THE COMMUNITY AT LARGE. \*A MINIMUM DEPOSIT OF \$50.00 IS REQUIRED TO GUARANTEE YOUR RENTAL TIME & DATE. IN ABSENCE OF THIS SIGNED CONTRACT (OR FACSIMILE THERE OF), POST 365 WILL INCUR NO LIABILITIES FOR "ASSUMED SCHEDULED EVENTS".

Date Received: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date Approved: \_\_\_\_\_