

# ANCIENT ORDER OF HIBERNIANS

## FUNCTION HALL RENTAL AGREEMENT PLEASE READ THE REGULATIONS THOROUGHLY

**\$ FAILURE TO DO SO COULD RESULT IN THE LOSS OF YOUR DEPOSIT \$**

- RENTAL PERIOD WILL BE FOUR HOURS. ADDITIONAL HOURS MAY BE ADDED AT THE FUNCTION HALL MANAGERS DISCRETION AT \$50.00 PER HOUR.
- YOU WILL HAVE USE OF THE HALL TWO HOURS PRIOR TO YOUR EVENT TO SETUP AT WHICH TIME HEAT OR AIR CONDITIONING WILL BE PROVIDED.
- **NO BEVERAGES OF ANY KIND WILL BE BROUGHT ONTO THE PREMISES NOR WILL THEY LEAVE THE BUILDING. A FULL SERVICE BAR IS PROVIDED BY THE AOH. FAILURE TO COMPLY WILL RESULT IN YOUR FUNCTION BEING SHUT DOWN WITH NO REFUNDS.**
- **ONLY TABLE DECORATIONS ARE ALLOWED.** STREAMERS, WALL DECORATIONS, CONFETTI, OR ANYTHING WITH AN OPEN FLAME IS NOT ALLOWED.
- **DUE TO INSURANCE LIABILITES** THE AOH WILL SET UP YOUR TABLES AND CHAIRS PRIOR TO YOUR FUNCTION. WE ASK THAT YOU DO NOT MOVE ANY FURNITURE.
- **TABLE CLOTH SIZE IS 54 X 108 RECTANGULAR**
- ENTERTAINMENT IS ALLOWDED. BANDS MUST BE APPROVED BY THE HALL MANAGER
- A JANITOR WILL BE PROVIDED FOR CLEAN-UP OF TABLES ,FLOORS, AND TRASH AFTER YOUR FUNCTION.
- A \$50.00 DEPOSIT IS REQUIRED TO RESERVE THE DATE FOR YOUR FUNCTION
- BALANCE MUST BE PAID IN FULL TO THE BAR MANAGER OR THE STAFF ON DUTY PRIOR TO THE START OF YOUR EVENT. CANCELLATIONS WILL RESULT IN LOSS OF DEPOSIT.

THE AOH THANKS YOU FOR YOUR CONSIDERATION