

Ballroom Rental Agreement for
Roxboro Country Club

This agreement is for the Rental of the Banquet Facilities located at
260 Club House Rd Roxboro, N. C. 27574

Rental for the building:

Weekdays 8 am to 10 pm \$ 300.00

Weekend 8am Friday to MIDNITE Saturday \$ 1,000.00

A deposit of 50% of amount due is required to reserve any dates, if
two come in on the same time earliest will be honored.

No refund for any reservation canceled within 30 days of date
reserved.

Renter must clean up of tables like they were found with paper put in the
special trash basket for recycling so no food or plates in this trash basket.

Renter must agree to not use any tape on walls, use any glitter or confetti
anywhere inside the building and does not to need to vacuum unless there is
abnormal waste or spilled food on floors.

Kitchen can be used for dispensing of food to the display table and
cooking only on the stove provided and must be wiped down and oven cleaned
if used.

Trash and trash bags are provided for uneaten food and regular trash.
WE ASK SPECIAL CARE TAKEN TO DUMP LIQUIDS IN A BUCKET PROVIDED SO
BAGS DO NOT LEAK ALL OVER THE FLOOR.

If beer and wine are to be served, a separate policy letter is supplied for better understanding.

If hard alcohol is served you must obtain a special license and hire a deputy to supervise serving drinks and watch the front door so alcohol is not brought in. Cost is in addition to all other charges.

We ask you to not allow food to move into the parlor area as this is antique furniture and adds to the quality of your rental.

You are free to use any caterer you choose and they are responsible for kitchen clean up and leave it as they found it.

If a RCC employee is the bartender they are employed for 4 hours and are responsible for cleaning and storage of beer and wine. If a cash bar is your choice a \$75 charge will be taken from the total for their salary. Bar will close at 11:00 and band stops at 11:30 so everyone to get home and clean up can begin.

RELATIVE RESPONSIBILITIES

The Lessee agrees to indemnify the Country Club and save it harmless from any and all loss, liability, costs, damages, demands, attorney fees and expenses that the Country Club may incur or may be held liable for on account of anything directly or indirectly arising from the manner of the use and occupancy of the property by the Lessee. The Country Club assumes no control over the manner or method of the use of the property during the term of the lease by the Lessee nor will the Country Club be liable for any loss of or damage to any property belonging to the Lessee, its officers, agents, guests, invitees, or employees. It is further agreed that the Country Club shall not be liable or responsible for the loss nor damage to any property under the control of the Lessee in the occupation of the premises nor for any injuries to persons or property sustained during the term of this lease agreement.

We enjoy our building and want it to be returned in the same condition it was when you rented it.

God Bless your event.

Earl and Donna Gurtner

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RCC - BALLROOM RENTAL - LEASE AGREEMENT

LESSEE: _____ RCC MEMBER/CIVIC YES _____ NO _____

ADDRESS OF
LESSEE: _____

TELEPHONE:
(H) _____ (W) _____ (C) _____

WEDDING: _____ REUNION: _____ OTHER: _____

DEPOSIT PAID (50% DOWN REQUIRED): _____

DATE OF RENTAL: _____ DAY OF WEEK: _____

EST # ATTENDEES: _____ TYPE OF EVENT _____ CATERER: _____

SETUP DATE: _____ EVENT DATE: _____ EVENT ENDS/CLEANUP _____

BAND - Y/N _____ DJ - Y/N _____

BEER/WINE PACKAGE \$200.00: _____ \$300.00: _____

MIXED DRINKS/LIQUOR - Y/N _____ LAW ENFORCEMENT REQUIRED: _____

SPECIAL OCCASION LICENSE REQUIRED W/ MIXED DRINKS/LIQ: _____

RCC PROVIDE SECURITY & BARTENDING @ \$75.00 EACH PERSON: FEE PAID _____

OTHER INSTRUCTIONS/SPECIAL REQUEST: _____

RCC WILL PROVIDE REASONABLE AND CUSTOMARY CLEANING TO INCLUDE TRASH REMOVAL AND NORMAL MAINTENANCE.

****ANY SPILLAGE ON CARPET REQUIRING CARPET CLEANING, WALL SPLASHING AND EXCESSIVE TRASH REMOVAL IS RESPONSIBILITY OF THE LESSEE.**

****FURTHERMORE, SHOULD ANY PORTION OF THE LEASED PREMISES BE DAMAGED OR SHOULD ANY FURNITURE, FIXTURES, APPLIANCES, A/C & HEAT SYSTEMS BE DAMAGED OR MISSING DURING THE TERM OF THIS LEASE, THE LESSEE AGREES THAT RCC WILL BE REINBURSED FOR FULL COMPENSATION OF SUCH DAMAGE LOSS/DAMAGE WITHIN THIRTY (30) DAYS AFTER THE EXPIRATION OF THIS LEASE.**

SEE BALLROOM AGREEMENT FOR ADD'L INFORMATION AND SIGN.