

WALHALLA DEPOT / OLD SAINT JOHN'S MEETING HOUSE USE APPLICATION

Name of Individual, Group or Organization _____

Address _____ Email _____ Phone _____

Please check facilities renting:

Walhalla Depot _____ Old Saint John's Meeting House _____

Requested Date(s) for use _____ Purpose of use _____

Hours of use: From _____ To _____ Total amount due _____ cash/check # _____

I/we have received and read the application for the Walhalla Depot and/or Old Saint John's Meeting House and agree by the rules and regulations as set forth in it. I/we understand and are responsible for the conduct of participants at our event, the care and welfare of City facilities being used and the replacement/repair of equipment, structure, etc., that may be damaged, lost or stolen while under my/our usage. I/we further acknowledge that if the building and grounds are not left clean and orderly, an additional \$100.00 will be charged for cleanup.

I agree to pick the key/s up the Walhalla Fire Department located at 207 E N Broad Street. I will return the key to the Walhalla Fire Department.

Wifi is available. Log on: Depot Guest Password: thedepot

SET UP, CLEAN UP AND REHEARSAL TIMES MUST BE INCLUDED IN THE RENTAL HOURS. NO ONE IS ALLOWED TO COME BEFORE THE SCHEDULED TIME TO SET UP OR STAY AFTER THE SCHEDULED EVENT TO BREAK DOWN AND CLEAN!

I, the undersigned applicant as representative of group or body making reservations, for and in consideration of the use of the Walhalla Depot and/or Old Saint John's Meeting House, do hereby release and forever discharge the City of Walhalla, its agents, servants, representatives, staff from and against any and all liability and responsibility for any injury, illness or sickness which may result from participation in event; and hereby further agree to indemnify and hold harmless the City of Walhalla, its agents, servants and employees from any and all liability in such regard.

Signature of Applicants

Date

Signature of City official

PLEASE KEEP!

YOU MUST HAVE A COMPLETED AND SIGNED COPY OF THIS CONTRACT TO PICK UP THE KEY OR TO CANCEL RESERVATIONS

AGREEMENT FOR USE BY PRIVATE PARTY WHEN ALCOHOLIC BEVERAGES ARE TO BE SERVED

This agreement will allow your group to have and consume alcoholic beverages at the City of Walhalla Depot as long as State Law and the conditions outlined below are understood and adhered to:

1. Renter must provide proof that he/she is at least 21 years of age and a South Carolina resident and must be present on premises during hours rented.
2. No alcoholic beverages may be consumed on the premises by a minor: and
3. The individual and/or group serving alcoholic beverages shall insure that no person(s) attending the function shall leave the premises operating any motor vehicle under the influence of any alcoholic beverages.
4. Alcoholic beverages are only allowed inside the building. Alcoholic beverage are NOT allowed anywhere on the grounds/parking areas of the building.
5. The above named group or individual assumes liability for all damages caused by any member of the group whether accidental, willful or the result of carelessness or negligence.

I the undersigned applicant making reservation, agree and hereby insure that the following rules/regulations apply for the use of alcoholic beverages served at the Walhalla Depot. The use of alcoholic beverages shall be confined to a private party with a restricted guest list.

_____ Date

_____ Signature of Applicant

_____ Signature of City Official

_____ **NO ALCOHOLIC BEVERAGES WILL BE SERVED AT THIS EVENT.**

_____ Signature of Applicant

CANCELLATION POLICY

(Please initial beside each line)

_____ **Any reservation cancelled with at least a 30 day notice will receive a full refund.**

_____ **No refunds will be granted if reservations are cancelled within less than 30 days of the *original* reservation date.**

_____ **You must provide the original copy of the signed contract to cancel.**

_____ Date
Walhalla, SC

Signature of Applicant

Depot and outside premises are under video surveillance.

YOU MUST HAVE A COMPLETED AND SIGNED COPY OF THIS CONTRACT TO CANCEL RESERVATIONS.