

**Friend Historical Society (FHS)  
Facility Rental Contract  
Box174  
Friend, NE 68359**

Date of Event: \_\_\_\_\_

Renter: \_\_\_\_\_

Renter Address: \_\_\_\_\_

Phone Numbers: (H) \_\_\_\_\_ (M) \_\_\_\_\_

Room(s) Being Rented: \_\_\_\_\_

Purpose of Rental: \_\_\_\_\_

Alcohol Consumption: YES: \_\_\_\_\_ NO: \_\_\_\_\_ If yes, there will be a cash bar set up in the San Carlo Room. Contact Pour House: 402-947-2293 for details.

\_\_\_\_\_ \$200.00 - San Carlo Room

\_\_\_\_\_ \$75.00 + \$25.00 cleaning fee - Welcome Center, includes Kitchen

\_\_\_\_\_ \$600.00 - San Carlo, Welcome Center & Kitchen for Friday @ 8 am through Sunday @ 5pm

\_\_\_\_\_ \$500.00 - Damage Deposit due with reservation of room(s). Damage deposit will be refunded after event has taken place and verification that no damage has been done.

\_\_\_\_\_ \$100.00 if garbage to bagged & tables cleared

\_\_\_\_\_ \$6.00 per tablecloth - black, cream or white

\_\_\_\_\_ \$75.00 Cleaning Fee for San Carlo

\_\_\_\_\_ TOTAL DUE FOR RESERVATION

Rental Fee, Cleaning Fee, Damage Deposit and any Linen Rental will be cashed when received.

No refunds of rental fee if cancellation is 30 days or less prior to rental date. Damage deposit will be refunded in full assuming there is no damage.

\_\_\_\_\_  
Signature of Renter/Renter Date

\_\_\_\_\_  
FHS Representative Date

I/We have read the conditions stated on page 2 & agree to follow them as stated. \_\_\_\_\_(initial)

RENTAL CONDITIONS

1. This is a smoke-free facility.
2. Keys are to be dispersed at 8:00 am on the morning of the event date unless exceptions have been made prior to the event.

Note: \_\_\_\_\_

3. Renter must vacate the premises by 12:00 am. Renter shall remove all personal items at the end of the night unless prior arrangements have been made with the Friend Historical Society.
4. All decorations must be approved by the Friend Historical Society. Only battery operated candles are permitted.
5. Renters, by signing of this contract, give their permission/consent to the entry at any time by law enforcement officials or Friend Historical Society representatives.
6. Renter that have obtained permission from the Friend Historical Society to consume alcohol on the premises must cease consumption at 11:30 PM. All alcohol must be purchased through the Pour House. No alcohol shall be consumed outside the building, with the exception of the enclosed patio, during the event. All open containers of alcohol must be disposed of by 12 AM. Renter is liable for all noncompliance issues to the state and local laws and ordinances.
7. Renter shall indemnify and hold the Friend Historical Society harmless from and against any and all claims, damages, expenses, losses, suits or causes of action (including reasonable attorneys' fees) resulting from or arising in connection with Renter's use of the facilities.
8. In the case of an event involving dangerous or high-risk activities, the FHS reserves the right, at its sole discretion, to require Renter to obtain general liability insurance. For each such occurrence and \$5,000.00 medical payment per occurrence. Renter shall provide the Friend Historical Society evidence of such coverage, which may include Renter's existing commercial general liability, home owner's or farm owner's insurance policy. Coverage must be validated 10 days prior to event date to a Friend Historical Society representative.
9. Renters hereby agree to pay for any and all damage, breakage or theft that occurs as a result of negligence or misuse of premises or its content. Do not stand or sit on tables, antique oak buffets, antique pianos or benches or any other personal property of Friend Historical Society not specifically designed for sitting or standing. If any items are broken or damaged, Renter will be charged based on market value of the item.
10. Renter shall immediately notify Friend Historical Society representative at 402-947-1240 of any damage and/or maintenance issue that arises during rental period.
11. Renters are required to complete the following before departing the premises: (as applicable)
  - a. Turn off all lights to San Carlo, Welcome Center, Kitchen and bathrooms.
  - b. Lock doors from inside using the allen wrench located in the window sills by outside doors, also check to make sure back kitchen and patio doors are locked.
  - c. Check doors to make sure they are closed tightly.
  - d. Return key across the street by dropping it into the mailbox at Debrae's Dabbles Studio, 514 2nd St.
  - e. Notify a Friend Historical Society representative of any concerns or damages.
12. THE RENTER SHALL NOT USE THE PREMISES IN VIOLATION OF ANY FEDERAL, STATE,

OR

CITY LAW, ORDINANCE OR FIRE REGULATION. EXAMPLES INCLUDE BUT ARE NOT LIMITED TO GAMES OF CHANCE, CONSUMPTION OF ALCOHOL BY MINORS, NOR CONSUMPTION OF ALCOHOL OF PREMISES AND USE OR DISTRIBUTION OF ILLEGAL SUBSTANCES.