

## SMITH & WESSON HALL: 2019 RENTAL RATES

**HALL CLEANUP IS RENTER'S RESPONSIBILITY, UNLESS CLEANUP FEE PAID AT TIME OF RENTAL.  
FAILURE TO CLEAN RENTED AREAS AFTER EVENT WILL RESULT IN BILL FOR FULL CLEANUP FEE.**

AREAS AVAILABLE	RENT	CLEANUP
Dining Hall only; tables & seating for 200 (DH) . . . . . [ <b>NO</b> access to kitchen. Water only from bathroom sinks or outside faucets.]	400.00	125.00
Dining Hall/Kitchen (DH/K) . . . . . [Rental includes all kitchen facilities, appliances, and water. Power for the walk-in cooler will be turned on <u>upon request</u> ; no extra charge.]	450.00	150.00
Dining Hall/Kitchen/Conference Room (DH/K/CR) . . . . .	500.00	175.00
Dining Hall/Conference Room (DH/CR) . . . . .	425.00	125.00
Conference Room/Kitchen (CR/K) . . . . .	325.00	125.00
Conference Room only (CR) . . . . .	250.00	50.00
UTILITY CHARGE for refrigerated Beer Wagon (if used) . . . . .	100.00	

### **BASIC RENTAL TERMS (see Rental Agreement & Guidelines Sheet for details):**

1. Rental rates cover 24 hours of use, *including all cleanup time*.
2. ***If Hall is available***, renter may set up/decorate *after 8:30am* day before event for additional \$200 fee. ANY activity OTHER than setup/decoration on the day before -- such as rehearsal dinners, use of kitchen for cooking or food preparation, or any social gatherings -- requires **FULL** additional daily fee.]
3. ***Any*** other additional time (including day-after cleanup) requires full additional daily fee.
4. Discount 10% from listed rate for two-day rental; 20% discount for three-day (or longer) rentals. Discount applies only to areas used multiple days. No cleanup fee discount.
5. S&W Hall will be reasonably clean at renter's arrival. Cleanup after event is the **renter's responsibility**, unless cleanup fee is paid **at time of rental**. Brooms, mops, and cleaning solutions are provided. Necessary garbage bags are **renter's responsibility**.
6. All furnishings **must** be returned to original rooms/positions as part of cleanup. S&W Hall furniture and chairs may **NOT** be used outdoors.
7. Main S&W Hall restrooms included with rental, plus 1 extra roll TP/paper towels each restroom. Additional is **renter's responsibility**.
8. All rentals include 1,500-gallon water/sewage service. Additional water/sewage service **must** be arranged in advance.
9. There is **NO SMOKING** inside S&W Hall. Smoking is permitted on the Veranda.
10. Renter assumes liability for full, **immediate** repair of all damage to PASA facilities.
11. Renter assumes total and sole liability for all injuries and/or damages to renter's guests and attendees.
12. Payment *in full* required with reservation. Full refund for cancellations received *in writing* from contract signer no later than 30 days prior to event; no refund after that.
13. Keg beer/tappers must be located **outdoors**; **NOT** inside. (Veranda/Porch is ok.) *No exceptions!*