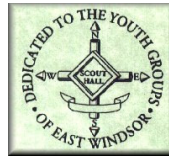


RENTAL AGREEMENT - SCOUT HALL YOUTH CENTER

Location
28 Abbe Road
East Windsor, CT 06088
(860) 627-8208



or
Mail to:
Scout Hall Youth Center
PO Box 565
Broad Brook, CT 06016
(860) 289-5085
[Printable PDF Form](#)

Event Date _____ Day of Week _____ Needed Weekly Y () N ()

Type of Event/Organization _____ Number of People _____

Setup Time _____ Event Beginning Time _____ Event Ending Time _____

Name _____ Phone _____

Address _____ City _____ ST __ Zip _____

email address _____

C h e c k		Assembly Hall
		Dumpster \$75.00 [located in the back parking lot]
		Take Trash with you
B o x e s		Food Prep. Area (Kitchen)

Room Fee	Security Dep	Amt Rec'd	Date Rec'd	Check #

(office use only)

You will lose your deposit if we find evidence of alcohol or drugs any where on the Scout Hall property, before, during or after your event.

Initial _____ Date _____

Rules & Regulations

- Upon receipt of this application, the security deposit, and approval, the room requested will be reserved.
 - Full payment is required 4 weeks before the event and applicant must be 21 years of age.
 - Security cameras are in use. A walk through is required before leaving including turning off lights, flushing toilets & locking doors. All furniture is to be put back in place.
 - Smoking is not allowed in the building.
 - No materials are to be left without prior permission and we are not responsible for items left in the building.
 - Adult supervisors are responsible for the youth until they leave the property. There is no loitering outside the building including vehicles in the parking lot. Report any problems to a supervisor or a Scout Hall representative.
 - The large double doors are for emergency purposes only and may not be blocked.
 - I hereby release, waive, discharge and covenant not to sue and hold harmless from any and all liability, claims, costs and expenses whatsoever arising out of or related to any loss, damage or injury, which may be sustained in the use of the Scout Hall Youth Center.
- I HAVE READ THE ABOVE POLICIES AND PROCEDURES AND ACCEPT THE CONDITIONS OF THE RENTAL AGREEMENT AND WILL BE LIABLE FOR DAMAGE. I UNDERSTAND THAT VIOLATION OF THESE RULES MAY RESULT IN LOSS OF MY DEPOSIT.

Signature _____ Date _____

Call Nancy Masters at (860) 289-5085 or email at RN1757@aol.com to confirm or discuss options.

Rental Rates and other available services/equipment (subject to change)

Room	Rentals	Refundable Security Deposit
	Sat 8:30 am–12 am (15.5 hrs)	(conditions apply for a full refund)
Entire building, tables, chairs & pavilion	\$950	\$400
Hall, kitchen, tables, chairs & pavilion	\$800	\$400
Use of Dumpster	\$75	
Camp Sites	No charge for youth groups	
Non E Windsor Organized Youth Groups	\$250	\$100

The hall is shown the 1st Saturday of every month at 8:30 am
(Please show up on time as this is a 1/2 hour tour)

Security Deposit Refunds

A full security deposit will be refunded:

- In full (*less payment processing fees for credit card use*) when the renter leaves the building clean, all tables & chairs put back, and nothing is broken. The building looks like you found it.

A partial or total security deposit may be withheld under these conditions:

- If the building is left dirty, including sticky spills, kitchen left in dirty condition or trash & debris are left on the floor.
- If trash bags are left in the building or parking lot and not put in the dumpster (if paid for) or not taken with you
- If cardboard boxes are not broken down in the dumpster
- Any general destruction of any equipment, parts of the building or items are stolen
- Any evidence of alcohol or drugs, inside, outside, before during or after your event
- If helium balloons are loose
- If tables and chairs not put back
- If there are holes or tape on the walls or floor
- If there are liquids in any wastebaskets
- If messes left in the restrooms and toilets are not flushed
- If there is trash and litter outside and the parking lots
- Renters may be prevented from renting in the future

Security deposit refunds when events are cancelled:

- There will be no refunds if your event is cancelled 60 days or less from your event date
- If you move your date there will be no penalty

All conditions subject to change