



Facility Rental Agreement

Event is confirmed ONLY upon receipt of the Facility Rental Agreement, Deposit.

Type of event: _____

Contact person: _____

Organization: _____

Address: _____

Telephone: _____ Fax: _____

Caterer: _____

Date(s) of event: _____

Time (including set-up and take down): _____

Number of guests: _____

Equipment and furnishings required: _____

Certificate of Insurance: Market Insurance Hold Harmless Agreement Home Owners Policy

Will alcohol be served at this function? Yes No

If yes a copy of Home Owners Certificate / Renters Policy Yes No

Registration Number for Not for Profit Events as well as Proof from Charity: _____

Special Occasion Permit on file: Yes No

Pioneer Hose Fire Company hall rental fees minimum of 3 hours and a maximum of 7 hours.

3 hour rental \$350.00 under 125 people 3 hour rental \$375.00 over 125 people

5 hour rental \$575.00 under 125 people 5 hour rental \$600.00 over 125 people

7 hour rental \$800.00 under 125 people 7 hour rental \$825.00 over 125 people

There will be no time extensions.

A reservation/damage deposit in the form of a \$200.00 check made out to “Pioneer Hose Fire Company #1” must accompany this request. Payment in full (WHICH DOES NOT INCLUDE THE DEPOSIT) must be received 14 days prior to the event. Please refer to the Information Sheet regarding the cancellation policy.

Pioneer Hose Fire Company does hereby grant _____ (herein after called the Licensee) permission to use the facilities as outlined, subject to the terms and conditions of the Agreement and affiliated documents contained herein and attached hereto all of which form part of this agreement.

The undersigned has read and on behalf of the Licensee, agrees to be bound by this agreement and the terms and conditions contained herein and attached hereto, and hereby warrants and represents authority and capacity to bind the Licensee with his/ her signature.

PERSON RESPONSIBLE FOR EVENT: _____

SIGNATURE: _____ DATE: _____

Administrative use only

Deposit received Check from: _____ Cash \$ _____

Date paid: _____

Confirmation of booking by: _____ Date: _____



Brick Township, N.J. 08723

Terms and Conditions

Terms and Conditions of Facility Rental Agreement

The Pioneer Hose Fire Company reserves the right, entirely at its discretion, to accept or reject an application for the use of the facility or area under its jurisdiction.

1. The complete control of the facility and equipment shall at all times remain in the Fire Company through its management, supervisory, custodial and maintenance employees, excluding contents supplied by the Licensee or its members.
2. The LICENSEE shall obey and observe all laws, by-laws and regulations of the Township of Brick, County of Ocean and the State of New Jersey.

HOLD HARMLESS

3. LICENSEE personally and jointly and severally, agrees to indemnify and hold harmless the Pioneer Hose Fire Company harmless from and against any and all loss, claims, actions, damages, liabilities, costs and expenses, including reasonable legal fees, in connection with loss of life, personal injury, damage to property or any other loss or injury whatsoever arising from or out of any occurrence in, upon or at the leased premises or the occupancy or use by the Licensee of the leased premises, or any part thereof or occasioned wholly or in part by any act or omission of the Licensee or by anyone permitted to be on the leased premises of the market by the Licensee. If the Fire Company shall, without fault on its part, be made a party to any litigation commenced by or against the Licensee, then the Licensee shall protect indemnity and hold the Fire Company harmless and shall pay all cost, expenses and reasonable legal fees incurred or paid by the Fire Company in connection with such litigation. The Licensee shall also pay all costs, expenses and legal fees that may be incurred or paid by the Fire Company in enforcing the terms covenants and conditions of this Agreement, unless a court of law shall decide otherwise.
4. The LICENSEE is responsible for arranging their catering service utilizing the approved caterers and for the full cost of all materials necessary for the event i.e. furniture, linens, cutlery, china food and beverages.

5. The Pioneer Hose Fire Company #1 will clean and clear the rental, in accordance with its standard practices prior to the event set up.
6. The LICENSEE or affiliated caterer shall clean the rental space in its entirety following completion of the event to the satisfaction of the Fire Company.
7. It is further agreed that the Pioneer Hose Fire Company #1 reserves the right to terminate this agreement, to claim all costs of breach against the LICENSEE, to prosecute or suspend, or otherwise penalize the LICENSEE or other representatives for the conditions contained herein.
8. The LICENSEE shall ensure:
 - A) That the maximum numbers of persons using the facilities shall not exceed the approved contract amount and capacity of the facility in use.
 - B) That law and order is preserved during the event.
 - C) That no alcoholic beverages will not be permitted on the premises unless expressly provided herein and shall not be served to minors under the legal drinking age.
 - D) That the type of program or entertainment to be provided during the term of license by the Licensee shall at all times conform to the local ordinances of the Township of Brick. Amplified music may be permitted with prior consent from the Fire Company.
 - E) That vehicles will only be parked on the facility grounds designated parking areas only which are located at the rear and side of the building.
 - F) That no changes or alterations shall be made to any facilities unless expressly permitted and provided for in this agreement. No tape or any other attachments are permitted on walls, windows or doors.
 - G) That fog machines and confetti are not permitted on the premises.
 - H) During the event and at the end of the event, all garbage must be removed from the kitchen, washrooms and any other common areas of the building that were utilized. All garbage is to be placed in the dumpster located on the side of the firehouse. Garbage cans and bags will be provided for your convenience. Bottles and cans are recyclable. A recycling bin is also located on the side of the firehouse for those materials. The exterior of the firehouse should also be checked for garbage, cigarette debris and / or damage.
 - I) Any broken glass, food or beverage spills that may result in personal injury or damage to the facility or furnishings are attended to immediately.
 - J) The washrooms utilized are left in reasonably clean condition.
 - K) That all items brought in for the event shall be removed from the facility by the end of the event, unless expressly provided herein.

9. The LICENSEE shall be financially responsible to the Pioneer Hose Fire Company in respect of any or all property damage or vandalism arising out of the use of the facility granted under this agreement. Minimum charge for damage is \$50.00
10. Pioneer Hose Fire Company does provide two types of tables (60 inch round and 30 x 96 long) as well as chairs. All tables and chairs must be put away at the end on the event. PLEASE lift the tables and chairs when moving them. **DO NOT** drag them across the floor.
11. The renter is responsible for arranging their catering service utilizing the approved caterers and for the full cost of all materials necessary for the event i.e. linens, cutlery, china, food, and beverages.
12. Smoking is not permitted anywhere in the building.
13. The Fire Company is not responsible for lost or stolen articles.
14. Renter is responsible for the conduct of all persons including but not limited to guest, caterers, DJ's, entertainments and other independent contractors entering the building during the terms of the agreement.
15. Renters and guest are permitted to use the hall, kitchen, bathroom and hallway. Access to other parts of the building is not permissible. DO NOT enter the truck bays at anytime as this area is restricted to firefighters only. Due to homeland security rules and regulations.
16. DO NOT leave children unattended. DO NOT allow children to run through the hall. DO NOT allow children to wander around the parking lots unattended. DO NOT allow children to run through parking lots.
18. If you do not want to clean the floors and put the tables and chairs away, the firefighters on duty will do so after the food and trash is removed for an additional \$ 100.00
19. As we are located in a residential area, music/noise after 10:00 p.m. must be kept within the rental hall and kept at a reasonable volume.
20. FOR ALCOHOL AND GAMING COMMISON SPECIAL PERMIT HOLDERS
 - A) Alcoholic beverages may be sold or served free under the authority of SPECIAL OCCASION PERMIT. All alcoholic beverages must be removed from the service area within one half hour after expiry of the Alcohol and Gaming Commission permit.
 - B) Except when there is an adequate supply of food to serve to the persons attending the event NO ALCOHOLIC BEVERAGES shall be sold or served under the authority of the SPECIAL OCCASION PERMIT.
 - C) Only alcoholic beverages authorized on the permit are to be consumed and it is the responsibility of the permit holder to see that no alcoholic beverages are brought in through any other sources other than those specified on the permit.
 - D) It is an offense to serve alcoholic beverages to any person under the age of 21 and it the responsibility of the permit holder to ensure minors are not served.

E) It is the responsibility of the permit holder and his assistants or delegates to ensure no drunkenness is caused or brought about through the operation of the permit and to ensure safe departure of the guests.

F) The permit holder must be present until the closing of the bar.

G) Permits should expire by 12:00a.m. and the facility vacated by 2:00 a.m.

H) The Licensee should ensure that guests do not take alcoholic beverages out of the licensed area.

I) The bar must be staffed by at least 1 person at all times who has been "Smart Serve" certified.

J) We require that the Alcohol and Gaming Commission permit be obtained by the licensee or the caterer one week prior to the function. A copy must be delivered to the Pioneer Hose Fire Company and one copy must go the bartenders for display during function.

K) Illegal gambling is prohibited in the building or on the grounds unless a license from the Gaming Commission is issued.

The undersigned has read and on behalf of the Licensee, agrees to be bound by this agreement and the terms and conditions contained herein and attached hereto, and hereby warrants and represents authority and capacity to bind the Licensee with his/ her signature.

PERSON RESPONSIBLE FOR EVENT: _____

SIGNATURE: _____ DATE: _____

ANY QUESTIONS PLEASE CALL
PIONEER HOSE 732-477-0280