

FRATERNAL ORDER OF POLICE

Sergeant D.P. Land Memorial Lodge #82

Post Office Box 1374 – Cumming, Georgia 30028

POLICIES AND PROCEDURES

CONCERNING USE OR RENTAL OF FACILITIES

This agreement is entered into between _____ (Renting Party) and the Executive Board of the Sgt. D.P. Land Memorial Lodge #82 (The Board) of Cumming, Ga. The Lodge is located at 248 Castleberry Industrial Drive, Cumming, Ga. 30040 (The Lodge). The Lodge has been reserved for the Renting Party on _____ in consideration for the sum of _____ payable to the FOP Lodge #82. The Renting Party agrees to the following provisions of this agreement:

1. Renting Party agrees to have the Lodge returned to the condition that it was found within twenty-four (24) hours after the conclusion of their event. All tables and chairs will be returned to their original locations and The Lodge returned to its original condition.
2. The Renting Party has submitted a security deposit in the amount of **\$500.00**, payable to the FOP Lodge #82. The Security deposit will be returned to the Renting Party unless any provision of this agreement is not met.
3. The Lodge will be cleaned after the event and prior to inspection of a member of the Lodge's rental committee. Cleaning includes sweeping, mopping and removing all trash from the auditorium, restrooms and kitchen of the Lodge within 24 hours of the conclusion of the event. Trash can be disposed of in the trash receptacle located outside at the rear of the Lodge. Fresh trash bags will be provided so bags can be replaced in trash cans after disposal of the trash. These will be located in the warming kitchen.
4. The Renting Party agrees to turn off all lights and secure the Lodge at the conclusion of the event.
5. The Renting Party will be responsible for any and all damages to the Lodge in excess of their security deposit.
6. The Renting Party will have access to the Lodge before the event to set up for their event.
7. The Renting Party assumes all responsibility for any and all liability during their event, set up for their event and clean-up from their event. The Lodge assumes no liability for but not limited to bodily injury, death or dismemberment for any Renting Party's guests, contractors, family members, etc.
8. The Renting Party agrees to return the Lodge key and abide by all provisions of this agreement to receive their deposit back.
9. If the Renting Party uses the warming kitchen, they must remove all boxes, food and trash from the kitchen at the end of the Rental Period; clean all counters and surface work areas in the kitchen, including any food spilled in the microwave or refrigerator; sweep the kitchen floor; do not put

grease, coffee grounds, corks or metal objects in the sink; turn off all appliances at the end of the Rental Period; remove all dishes, glasses, silverware, linens and other material equipment from the kitchen at the end of the Rental Period.

10. Smoking is strictly prohibited in the Lodge, the kitchen and the restrooms. All "smoking related trash" shall be deposited into an appropriate receptacle.
11. If alcohol is served at the event, the Renting Party assumes ALL responsibility for any and all liability during and after their event. The Lodge assumes no liability for but not limited to bodily injury, death or dismemberment for any Renting Party's guests, contractors, family members, etc. If any alcoholic beverage will be served that is in excess of 20% alcohol by volume the Renting Party agrees to provide at their expense a licensed bartender to serve alcohol for the duration of the event.
12. The Renting Party agrees that **UNDER NO CIRCUMSTANCES will any alcohol of any concentration be SOLD at the event**, before during or after or anywhere on the property of the Lodge.

FAILURE TO COMPLY WITH ANY PROVISION OF THIS AGREEMENT WILL RESULT IN THE LODGE MEMBER OR RENTING PARTY BEING UNABLE TO USE THE LODGE FOR PERSONAL USE AND IF A LODGE MEMBER, THE MEMBER WILL NOT BE IN GOOD STANDING WITH THE LODGE UNTIL THE LODGE HAS BEEN MADE WHOLE FOR ANY AND ALL DAMAGES.

Renting Party Name

Renting Organization's Name

Address and Phone Number

Renting Party's signature

Date

E-mail address

FOP Rental Committee Member signature

Date

CONTACT INFORMATION OF FOP RENTAL COMMITTEE MEMBER: KARLEEN CHALKER – 678-654-6909-
chalkerka@gmail.com