



SUMNER COUNTY MUSEUM RENTAL AGREEMENT

PRICING

RENTAL FEE

Stonewall Interior only (includes front porch and patio).....	\$225.00 (3 hour rental)
Stonewall Interior only (Member rate).....	\$200.00 (3 hour rental)
Stonewall Interior only (includes front porch and patio).....	\$575.00 (full day)
Stonewall Interior only (Member rate).....	\$525.00 (full day)

NOTE: Add a \$150.00 (\$100.00 for members) flat fee for use of backyard or any event utilizing a tent.

This fee covers the use of the dining room, parlor, central hall, kitchen, restroom, and sitting room.

NOTE: The upstairs portion of the house is off-limits to private parties and may not be used

Staffing Fee: \$15 per hour

A deposit of **\$200.00** due upon signing. Deposit will be returned if no damages occur to the home or property.

The rental fee is applicable during the hours of the private event. The fee includes one hour of cleanup time. Any additional set-up or cleaning hours will be billed at \$75 per hour

POLICIES

CANCELLATION POLICY: Renter has up to 30 days to prior to event to cancel without penalty. If event is cancelled less than 30 days prior, the \$200.00 deposit will not be refunded.

CLEANING SERVICES: A fee of \$75.00 is included in the rental fee for the clean-up of the rental area. This includes dining room, parlor, central hall, kitchen, restroom, and sitting room. If additional cleanup services are needed the Sumner County Museum Association reserves the right to keep the \$200.00. This includes any damages to or missing property after the event.

CAPACITY: The maximum number of persons using the interior section of the premises is 75. If the event combines indoor and outdoor facilities the maximum allowable number of persons is 200.

FOOD: All food must be provided by a licensed caterer and approved by the Sumner County Museum Association. Caterer may use kitchen appliances including refrigerator, stove, oven, and sink, but must have permission to use any plates, pans, or utensils. It is recommended that renter provide their own plates, utensils, etc. Caterer or renter must leave kitchen in a clean and tidy condition. All garbage and recyclables must be removed.



ALCOHOL AND BEVERAGE SERVICE: Beer, wine, and champagne are allowed. Liquor may NOT be served. Renter must supply general liability insurance. Alcohol must be served by ABC licensed bartender.

TENT: Tents may be rented and utilized in the yard. They must be set up by certified and insured professional tent installers.

OTHER ACTIVITIES:

- a) Smoking: Only permitted in outside designated areas.
- b) Music: Must be provided by renter. All music must be played at an acceptable level according to city of Gallatin noise ordinance. Music must end by 10:00 pm.
- c) Dancing: Permitted on patio and in yard. Dance floor must be provided by renter and is permissible in the yard.
- d) Fireplace and Candles: May **NOT** be used under any circumstances.*Battery operated only.
- e) Decorations: Nothing may be placed on or affixed to the walls, chandeliers, or any part of the rooms. Any special decorations must be approved prior to use.

LIABILITIES: The Sumner County Museum Association shall have no liability to renter for matters neither beyond its reasonable control not for consequential or incidental damages. In the event the Sumner County Museum Association's inability to fulfill its contracted obligations, its liability shall be limited to the return of all or part of the rental fee. The rental party shall be liable for, and shall indemnify and hold harmless the Sumner County Museum Association from and against all aspects of the activities of the rental party and its guests, agents, and employees of the premises during the rental. Such responsibility of the rental party shall include, without limitation, the following:

- a) Damages to or loss of any property of the Sumner County Museum Association or others.
- b) Personal injuries
- c) The service of food and beverage
- d) The purchase, transportation, obtaining of licenses and consumption of alcoholic beverages, including compliance with applicable laws and regulations and appropriate monitoring of alcoholic intake by users.
- e) The renter shall assume liability for and material damages to the property incurred directly or indirectly as a result of their use of property.

Renters Initials_____



Rental Fee
 Stonewall Interior: Hours rented: _____ Price: _____

This fee covers the use of the of the dining room, parlor, central hall, kitchen, restroom, and sitting room (also includes front porch and patio)

Use of backyard or event utilizing a tent: YES _____ NO _____ If yes, add: \$150.00

STAFFING FEE

Total hours _____ @ \$15 per hr. Total _____

TOTAL :

RENTAL CHECKLIST

COPY OF INSURANCE POLICY DUE ON _____ (one month before rental date)

\$200 DEPOSIT DUE UPON SIGNING CONTRACT _____

BALANCE DUE _____ **ON** _____ (two weeks before rental date)

RENTAL DATE _____

I have read and agree to the terms and stipulations set forth in the above rental agreement:

RENTER:

Print name _____

Sign name _____ Date _____

Rental Date _____ Presumed hours for rental _____

Sumner County Museum Representative:

Print name _____

Sign name _____ Date _____



Amendments to agreement: