



HISTORIC STONEWALL RENTAL AGREEMENT

RENTAL FEES

Monday - Wednesday Half Day (6 hrs)	\$325.00
Monday - Wednesday Half Day (Member rate)	\$300.00
Monday - Wednesday Full Day	\$575.00
Monday - Wednesday Full Day (Member rate)	\$525.00
Thursday-Sunday Full Day.....	\$900.00
Thursday-Sunday Full Day (Member rate).....	\$825.00

Rental fees cover the use of the dining room, parlor, central hall, kitchen, downstairs restrooms, sitting room, sunroom, and grounds. *NOTE: The upstairs portion of the house is only open to overnight guests.*

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.

Tables (60" rounds) are available for rent for \$7 per table. Black folding chairs are available for rent for \$1 per chair. Black or white round tablecloths are also available for rent for \$7 per cloth (this includes the cleaning fee).

In addition to the rental fee, there is a staffing fee of \$15 per hour for the duration of the event. This staffing fee covers a Museum representative to be on site during the event.

A deposit of **\$200** is due upon signing. The deposit will be returned if no damages occur to the home or property. Any damages over and above the deposit will be billed and payable within 14 days.

POLICIES

CANCELLATION POLICY: Renter has up to 30 days prior to event to cancel without penalty. If the event is canceled less than 30 days prior, the \$200 deposit will not be refunded.

CLEANING SERVICES: A fee of \$75 is included in the rental fee for the cleanup of the rental area. This includes the cleaning of the 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 deposit (this includes if any damages are incurred or if any items are missing after the event).

CAPACITY: The maximum number of people using the interior section of the premises is 50. If the event combines indoor and outdoor facilities, the maximum allowable number of people is 200.



FOOD: Food MAY be required to be provided by a licensed caterer and must be approved by the Sumner County Museum Association. Caterers may use kitchen appliances including refrigerator, stove, oven, and sink, but must have permission to use any plates, pans, or utensils. Renter is responsible for providing their own plates, utensils, etc. Caterer or renter must leave the kitchen in a clean and tidy condition. All garbage and recyclables must be removed and disposed of by the renter.

ALCOHOL AND BEVERAGE SERVICE: Beer, wine, and champagne are allowed. Liquor may NOT be served. Renter must supply general liability insurance. Alcohol MAY be required to be served by an 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 marked by signage.
- b) Music: Must be provided by renter. All music must be played at an acceptable level according to the city of Gallatin noise ordinance. Music must end by 10 p.m.
- c) Dancing: Permitted on the patio and in the yard. Dance floor must be provided by the 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 nor for consequential or incidental damages. In the event that the Sumner County Museum Association is unable 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

Renter's Initials _____



RENTAL FEE

Hours rented: _____ Price: _____

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

STAFFING FEE

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

Table rental _____ @ \$7 per table Total _____

Chair rental _____ @ \$1 per chair Total _____

Tablecloth _____ @ \$7 per cloth 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 _____ Phone: _____

Sign name _____ Date _____

Rental date _____ Presumed hours for rental _____

Sumner County Museum Representative:

Print name _____

Sign name _____ Date _____



Amendments to agreement: