

Dining Hall Rental Agreement
Sts. Peter & Paul Catholic Church, Frelsburg, Texas
1031 Church Lane, New Ulm, Texas 78950
979-732-3430

Please read this agreement carefully and fill out the form completely. Please direct any questions concerning the use of the hall to the parish office at the above telephone number.

As a lessee of the Diamond enter Parish Hall, I agree to the following:

1. The event cannot be advertised or publicized as BYOB (bring your own bottle). You cannot sell alcoholic beverages, but you may provide and serve alcoholic beverages. Guests may bring alcoholic beverages as long as they were not encouraged to do so by any form of advertisement (invitations, posters, letters, emails, etc.).
2. Rent for a one day event is a flat rate of \$400.00 which is due along with this form at the time of booking. Checks should be made out to **Sts. Peter & Paul Catholic Church**, and may be mailed to the above address or delivered to the parish office during office hours (Wednesdays and Fridays between 9:00am and 4:00pm). Please note: Your booking is not secure until the entire rental fee and this form are returned to the parish office. In the event of a cancellation you must notify the parish office at least one month prior to the rental date in order to qualify for a refund.
3. Following the event, the kitchen area is to be left clean and all the tables wiped clean throughout the hall. Tables may be rearranged but should be returned to the original arrangement. You must agree **NOT to drag the tables across the floor.**
4. All trash must be picked up inside and outside the hall. Trash liners are provided and must be used. All trash must be removed from the hall and placed in the dumpster. Trash cans are located on the grounds and a trash dumpster is located directly behind the Diamond Center. You are not responsible for cleaning the floors or restrooms.
5. You must report and pay for any damage to the hall or its contents that occurs during your event.

I have read and agree to the above information:

Signature of the Lessee Contact Person

Print Name of the Lessee Contact Person

Street (Physical) Address (No P.O. Boxes)

City, State

Zip Code

Telephone Number/s

Date of Rental: _____ Approximate Number of Participants: _____

Type of event: _____ email address: _____
(Example: wedding reception, anniversary party, rehearsal dinner, private dance, reunion, etc. If the event is a fundraiser, please be specific about what is occurring and the charity being supported.)

Is Liquor being served? Yes No Is Food being served? Yes No

Hall should be opened by _____

Event will be over and the hall cleared and cleaned (kitchen and table tops) by _____

Please note that keys to the hall cannot be given out at any time.

As a courtesy, you may have access to the hall without cost the day prior to your event by making arrangements with the parish office during regular office hours. (Wednesdays and Fridays between 9:00am and 4:00pm) If you wish to access the hall any time prior to the day before your event there will be a fee of \$100.00 per day. Access will also be subject to the availability of the hall prior to the scheduled date of your event.