

**EAGLES HALL RESERVATION AGREEMENT**

**1. Purpose of and Parties to the Agreement:** This agreement is entered into by the two parties in order to reserve the Eagles Hall, 124 Vernon St, for a specific date for rental of the hall. This agreement is made between the owner of the property, Roseville Aerie #1582 of the Fraternal Order of Eagles hereafter known as Eagles and the renter as follows: \_\_\_\_\_ / \_\_\_\_\_

Full Name	Phone #
Address	
City, State, Zip Code	
E-Mail Address	

**2. Nature of Event:** \_\_\_\_\_ **3. Date of Rental** \_\_\_\_\_  
**4. Number Expected to Attend:** \_\_\_\_\_ **5. Club Room Hrs.** \_\_\_\_\_  
**6. Special Orders:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**7. Price:** The price for the rental, not including the security deposit is: \$ \_\_\_\_\_

**8. Security Deposit:** A security deposit of **\$400** is due and payable upon signing of this agreement in order to hold the date being reserved for the rental of the Eagles Hall. This security deposit will be refunded in total if this agreement is terminated by the renter at a minimum of 60 days prior to the reserved rental date. Once a formal rental agreement is signed for the hall rental this deposit shall be considered as the deposit for the rental and the provisions of the rental contract governing refund of fees shall apply.

**9. Rental Contract:** A formal rental contract shall be entered into by the two parties at least 30 days prior to the date of the rental. Failure to comply with this provision and to make payment of the required rental fees by that date may, at the discretion of the Eagle agent, result in cancellation of the reservation and forfeiture of the deposit.

**10. Payment(s) made:** \$ \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
**Deposit**    **Rental**    **Other (specify)**    **Total**

Eagles Agent	/	Date	/	Renter	/	Date
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