

BERG-HEMKER-OLSON AMERICAN LEGION POST 51 RENTAL AGREEMENT

148 Leonard St S
West Salem, WI 54669
608-786-0051

You have agreed to reserve the American Legion Post 51 clubroom for the following date:
_____, 20____. **Full payment is required before your date is reserved.** If you should cancel, and we rent the Hall to another party for your reserved date, your deposit will be returned in full.

If you would like the bar to be opened and drinks to be served (alcoholic or non-alcoholic), there is an additional \$50 charge and the Legion will provide a bartender [*please note our bartenders are volunteers; therefore, tips are appreciated*]. No alcoholic beverages can be brought into the clubroom per Wisconsin state law.

You may bring in your own food, but we do not allow caterers to come into the Hall. If you are serving food the second page of this agreement *must* be signed. If you need any use of the kitchen there will be an additional charge of \$125.

Hall Rental Rates

Current (paid) members: \$75.00 _____
Legion Family (non-post): \$100.00 _____
Non-members: \$300.00 _____

Bar Rental Rates

Everyone: \$50 _____

All prices above subject to change – please contact the Legion at the above phone number before mailing this contract. Signed contracts and payment (made payable to American Legion Post 51) may be mailed to PO Box 104 and we will confirm receipt.

Miscellaneous Items:

- Absolutely NO GLITTER is allowed.
- Nothing can be hung from the walls.
- No alcohol or soda can be brought in – only water or punch.
- The Unit 51 Auxiliary can provide a catered meal, additional signed contract required.

Organization/Party Name: _____ (please print)

Renter/Contact's Name: _____ (please print)

Renter/Contact's Address: _____

Renter/Contact's Phone: _____

Renter/Contact's Signature: _____ Date: _____

Legion Representative Signature: _____ Date: _____



BERG-HEMKER-OLSON AMERICAN LEGION POST 51 FOOD WAIVER

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West Salem, WI 54669
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The Berg-Hemker-Olson American Legion, American Legion Auxiliary, and Sons of the American Legion of Post 51 will not be held liable for any illness which results from food brought in by a private party and served to guests in the Post 51 Clubroom.

I have read and agree to the above terms.

Host/Organization: _____ (Please Print)

Host/Organization Signature: _____

Date: _____ Phone Number: _____

Legion Representative: _____ (Please Print)

Legion Representative Signature: _____

Date: _____ Phone Number: _____

For Office Use Only

Deposit Paid: Y/N	Check Number: _____	Date Received: _____	On the Calendar: Y/N
Bar Rental: Y/N	# of Bartenders: _____	Kitchen Rental: Y/N	ALA Catered: Y/N
~Party Size: _____	Doors open what time: _____	Time of Event: _____	

