

Barrow County Farm Bureau
The Hostess House
 299 Cedar Creek Road, Winder, Georgia 30680 770-867-2188
Fee Schedule and Lease Agreement
 (Effective May 2023)

Name: _____

Today's Date: _____

Address: _____

Phone #: _____ Email Address: _____

Type of Event: _____

Will there be a catered meal? () Yes () No

If so, name of Catered and phone number _____

The Hostess House lease is for a period of _____ hours beginning: _____ o'clock
 _____ a.m. _____ p.m. on _____ (date) and
 ending _____ o'clock _____ a.m. _____ p.m. on _____ (date).

(Note: All events shall conclude no later than 10:00 p.m.)

Lease Term	Fee	Damage & Cleaning Deposit	Total
Five (5) Hours	\$300.00	\$250.00 (\$175 refundable)	\$ _____
Nine (9) Hours	\$500.00	\$250.00 (\$175 refundable)	\$ _____
Twelve (12) Hours	\$700.00	\$250.00 (\$175 refundable)	\$ _____

***** TIME INCLUDES SETUP AND CLEANUP. If additional hours are needed, see below. *****

Additional Hours the Day of the Event: The Hostess House is rented a maximum of 12 hours per event. Hours more than the 12 hours on the day/night of the event may be scheduled in advance at \$60.00 per hour. The Hostess House reserves the right to limit the number of additional hours.

Minimum of 5-hour rental Friday-Sunday

_____ # of Additional Hours @ \$60.00 per hour **Total for Additional Hours: \$ _____**

Total Lease Amount: \$ _____

Lessee agrees to pay \$ _____ rental deposit and \$250 Damage/Cleaning Deposit (\$175 refundable) in advance upon execution of the agreement. The balance of \$ _____ shall become due and payable on fourteen (14) days prior to the event. **Deposit and advance fees are non-refundable upon cancellation of this agreement by the Lessee.** All deposits and advance fees will be refundable if The Hostess House calls for cancellation of agreement. The Hostess House reserves the right to cancel any and all agreements it deems necessary. Lessee agrees to leave the facility clean and orderly. This includes all removal of trash and debris put in garbage cans; no damage to tables or chairs; and all decorations removed. If any of these conditions are not met, the damage/cleaning deposit of \$250 will be forfeited. Lessee agrees to abide by all conditions attached and all laws, rules or regulations of Barrow County and the State of Georgia.

The Hostess House
By: _____

Date: _____

Lessee

Date: _____

Barrow County Farm Bureau The Hostess House

299 Cedar Creek Road, Winder, Georgia 30680 770-867-2188
Rental Conditions

ALCOHOLIC BEVERAGES: **No Alcoholic beverages or drugs (including Marijuana) shall be allowed on the premises.**

RELEASE OF LIABILITY: In consideration of the use of the premises, Lessee hereby releases and holds harmless Barrow County Farm Bureau DBA The Hostess House, their officials, officers, board members, employees, or representatives from any liability or responsibility for any damages to the premises or property of Lessee, Lessee's guests, invitees, or other persons, arising out of or in any way connected with Lessee's use of the premises. Lessee agrees to indemnify The Hostess House, and the property owner, from any costs or damages to any persons or any person's property arising out of or connected in any way with Lessee's use of premises and further agrees to pay all costs of defense, including attorney's fees and court costs, incurred by The Hostess House, their officials, officers, board members, employees, or representatives, and landowners.

USE OF EQUIPMENT: The Hostess House shall provide tables and chairs for a maximum number of 60 guests. A warming kitchen only shall be provided, with no ice machine located on the property. No cooking outside of the building or bonfires are permitted. Lessee shall be allowed to use the equipment, tables and chairs located on the premise, but the equipment, tables and chairs shall not be removed from the premises. The Hostess House does not provide table linens, napkins, cookware, serving utensils, or serving pieces. Lessee shall provide all stereo, sound equipment, and audio-visual equipment if needed.

SETUP OF FACILITY: The Hostess House shall be set up with seven (60") round tables including six chairs at each round table. There will also be three rectangular tables provided for the food setup. At the end of the event, the Hostess House should be setup as it was found. If for any reason the Hostess House setup is not back to how it was, then there will be no refund of the damage deposit.

HOURS OF OPERATION: All events shall end by 10:00 p.m. and the building shall be empty of all persons by 10:00 p.m. All noise shall cease at 10:00 p.m. No event shall start earlier than 8:00 a.m. The Hostess House reserves the right to limit the number of hours beyond the maximum number of twelve consecutive hours per event. **There are no hourly rentals of The Hostess house.** If an event runs over their specified time limit, all persons pertaining to that event will be asked to leave the premises.

Decorations: Lessee shall not use any type of wall decorations. **Only table and floor decorations are permitted. Absolutely no tape, hooks, pins, nails and/or screws are permitted on the walls. The use of paint, confetti and glitter of any type is prohibited inside the building. No pyrotechnic devices, smoke/fog machines or open flame are allowed. Candles may be used if side glass enclosure fully extends beyond flame height.** Birdseed and bubbles are permitted outside the building. Failure to follow these rules will result in the immediate suspension of the event until the conditions are corrected. If they are not corrected, the event will be cancelled without refund to the Renter.

TERMINATED EVENTS: At any time, the Hostess House or their representative's sees an event becoming disorderly or any contract rules have been broken, the event will be terminated, and all guests will be asked to leave. No refunds will be granted for terminated events

DAMAGED PREMISES: Lessee agrees to pay the full cost of any repairs deemed necessary in the sole discretion of The Hostess House for any damages caused by Lessee, or its guests or invitees or by any other person in connection with the event. Lessee accepts the premises in their current condition, as is, and agrees that they are fully suited for the purpose of the event planned.

Lost key: In the event that the Hostess House key is lost or not returned to the lockbox at the end of the scheduled event, there will be an additional \$250 charge due by lessee.

GENERAL CONDITIONS: The premises shall not be used in violation of any regulation or law of any governmental body nor in any manner to create any nuisance or trespass, nor in such a manner as to endanger the construction capabilities of the premises. The Lessee, its guests and invitees shall use the parking area adjacent to the premises.

NO SMOKING: **No smoking or use of tobacco products shall be allowed inside the building. There is smoke receptacles outside of the facility for cigarettes to be placed. Under NO CIRCUMSTANCES should any drugs be used on the property, including Marijuana.**

CONCESSIONS: Any and all concessions to be sold at The Hostess House shall require two weeks advance approval from The Hostess House for the sale of same. If approval is granted for the sale of concessions, a permit is required from the Barrow County Health Department and shall be provided to The Hostess House at least one (1) week prior to the event.

CLEANUP: The Hostess House provides a cleaning checklist found in the kitchen to be completed prior to the completion of the rental. **ALL TRASH** must be removed and taken to the dumpster from the facility. The Lessee agrees to place the Hostess House back to the setup and condition in which they found it. Failure to remove all trash/debris/messes will result in no return to damage deposit.

PAYMENTS: If the Lessee does not complete payments at least two (2) weeks prior to the event, The Hostess House may cancel the event and send a refund for any money paid over the amount of the deposit. **Half of the rental will not be refunded under any circumstances.**

THE HOSTESS HOUSE

LESSEE

By: _____

By: _____

Date: _____

Date: _____

Office use only:

Amount of Initial Payment: _____

Amount Remaining: _____

Date Payment Received: _____

Date Payment Received: _____

Type of Payment:

Type of Payment:

Cash Check # _____ Money Order

Cash Check # _____ Money Order

Return Security Deposit yes/no Date Deposit Returned: _____ Staff Initials _____