

**Agreement for Use of the BHHA Meeting House
for
Small Private Functions**

This Agreement is for the non-exclusive use of portions of the BHHA Meeting House for small private functions, in accordance with this Agreement. The Meeting House and related property and facilities are operated by the Bradford House Historical Association (“BHHA”).

RESERVATION FOR:

Date: _____

Time: _____ (start) to _____ (end)

By USER - Name: _____

Address: _____

Phone: _____ Cell: _____

Email: _____

PURPOSE OF USE: _____ (the “Event”).

AREAS AVAILABLE FOR USE: The Meeting House is located at 182 South Main Street, Washington, PA 15301. Areas of the Meeting House available for use are the meeting room, kitchen, and restroom, as specified in the attached Terms and Conditions.

All use(s) of the Meeting House facilities are subject to the prior approval of a BHHA employee or board member, in writing.

For Office use only:

Deposit Amount \$ _____ Date Received _____ (cash or check # _____).

Security Deposit Amount: **\$50** Date Received _____ (cash or check # _____).

Balance due \$ _____ Date Received _____ (cash or check # _____).

TERMS and CONDITIONS for Use of the BHHA Meeting House

These Terms and Conditions are attached to the Agreement for Use of the BHHA Meeting House for Small Private Functions.

1. Use of the Meeting House is limited to the meeting room, kitchen, and restroom.
2. An employee, board member, or representative of the BHHA shall have the right to be present at all times to observe the event and use of the Meeting House. Said presence does not reduce User's obligations under and pursuant to this agreement.
3. The property will be inspected before and after each event. If the facility is not properly cleaned, the User will forfeit the security deposit.
4. No dogs, cats, or other animals are permitted on the Meeting House property, except for certified service animals assisting the physically impaired.
5. No smoking or chewing tobacco is permitted inside or outside on the Meeting House property.
6. No open flames (i.e., candles) are permitted inside or outside on the Meeting House property.
7. No decorations may be taped, nailed, or otherwise fastened to any surfaces on the Meeting House property. No permanent marking may be left anywhere on the Meeting House property.
8. Events may be scheduled for any day between the hours of 8:00 a.m. and 8:00 p.m., which includes set-up and clean-up times.
9. Trash must be securely bagged. More than 3 bags will be assessed an additional fee of \$25.
10. Use of the Meeting House facilities are assigned, permitted, and may be canceled for any reason strictly at the discretion of the Bradford House Historical Association.
11. BHHA will have no duty to and will not provide security or insurance for User's property. User assumes full responsibility to prove the same as it deems fit.
- 12. LIABILITY.** BHHA shall have no liability to User and User's guests, for matters beyond its reasonable control for and shall not have liability for consequential or incidental damages. In the event of BHHA inability to perform, its liability shall be limited to the return of all or part of the fee paid. The User shall be liable for and shall indemnify and hold harmless BHHA and its directors, officers, and employees from and against all liabilities and risks as a result of the use under the Agreement, by User and User's guests, agents, representatives, vendors and employees of the premises during use of the facilities. Such responsibility of the User shall include, without limitation, the following:
 - a. Damages to, or loss of, any property of BHHA or others.
 - b. Personal injuries.
 - c. Food and beverage service not compliant with applicable laws and regulations, and this Agreement.
 - d. The User shall assume liability for any damages to the property incurred directly or indirectly as a result of their use of the property.
13. The BHHA may terminate the use of the Meeting House by User, for any reason whatsoever, with or without cause.
14. **These Terms and Conditions are hereby made and declared to be an integral part of the Agreement for Use of Portions of the BHHA Meeting House for Small Private Functions.**