

# 2025 RENTAL AGREEMENT

## Bethel Historical Society

40 Main Bethel, CT 06801

(203) 203-743-5893 - Rental Contact: Patricia Rist

Rental Agreement for:  
THE SECOND MEETING HOUSE  
40 MAIN STREET  
BETHEL CT 06801

**All Renters must leave the Building by 11PM (Building must be clean and ready to lock-up)**

### Maximum Capacity – 100

REQUESTED DATE OF RENTAL: \_\_\_\_\_

HALL PRIVATE PARTIES (up to six hours)) \$375.00

**A \$100.00, NON-REFUNDABLE HOLD THE DATE FEE WILL ACCOMPANY THE SIGNED CONTRACT UPON SECURING THE HALL. THIS FEE IS A PORTION OF THE TOTAL RENTAL FEE OF \$375.00**

One additional hour +\$100.00

### SECURITY DEPOSIT REQUIRED

(security deposit returned after hall is inspected for cleanup and damage, if any) \$200.00

### TIMES

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

TOTAL FOR PARTY WITH EXTRA TIME IF NEEDED: \$\_\_\_\_\_

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I \_\_\_\_\_ HAVE READ THIS RENTAL CONTRACT AND AGREE TO ALL ITS TERMS.

Name:

Address:

Phone:

Email:

☐ I HAVE PROVIDED A PHYSICAL COPY OF A "CERTIFICATE OF LIABILITY" INSURANCE THAT COVERS THE EVENT. (Please check this box - no rental will occur without proof of coverage)

Signature of Renter \_\_\_\_\_

Signature of BHS Representative \_\_\_\_\_

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## HALL RENTAL CONTRACT

1) A MEMBER OF OUR ORGANIZATION WILL OPEN AT THE TIMES SET FORTH. IN THE EVENT YOU MUST CANCEL YOUR RENTAL AGREEMENT, A TEN (10) DAY NOTICE IS REQUIRED.

2) **PRIOR TO LEAVING THE HALL**, IT IS THE RESPONSIBILITY OF THE RENTER TO REMOVE ANY FOOD SPILLED ON THE FLOOR, TO CLEAN AND SANITIZE THE HALL INCLUDING KITCHEN, BATHROOMS, TABLES AND CHAIRS, ALL FLOORS MUST BE SWEEPED, ALL WASTE CONTAINERS EMPTIED, AND WASTE BAGGED, KITCHEN COUNTERS AND STOVE CLEANED, CHAIRS STACKED NEATLY ON CARTS, TABLES LEFT STANDING AND MOVED CLOSE TO THE WALLS. **THE RENTER MAY LEAVE ONLY TWO (2) BAGS OF GARBAGE IN THE CONTAINER IN THE FURNACE ROOM. NO CARTONS OR RECYCLES CAN BE LEFT AT THE HALL.**

3) THE PERSON SIGNING THIS CONTRACT BEARS COMPLETE RESPONSIBILITY AND LIABILITY FOR ANY DAMAGES OR STOLEN PROPERTY THAT OCCURS DURING THE RENTAL PERIOD.

4) **NO DECORATION OR OTHER ITEMS ARE TO BE TAPED, GLUED, STAPLED, OR PINNED TO WALLS OR CEILINGS.** DECORATIONS MAY BE ATTACHED TO THE PERIMETER WIRES AND CEILING HOOKS THAT ARE PROVIDED. DO NOT REMOVE OR MOVE EXISTING PLAQUES. COMMAND STRIPS PULLED DOWN - COST TO REPLACE WILL COME FROM SECURITY DEPOSIT.

### 5. FEES –

**A \$100.00, NON-REFUNDABLE FEE WILL ACCOMPANY THE SIGNED CONTRACT UPON SECURING THE HALL. THIS FEE IS A PORTION OF THE TOTAL RENTAL FEE OF \$375.00.**

**THE BALANCE OF THE RENTAL FEE \$275.00 PLUS THE \$200.00 SECURITY DEPOSIT, AND LIABILITY COVERAGE CERTIFICATE ARE REQUIRED NO LESS THAN SIX WEEKS PRIOR TO THE EVENT IN ORDER TO GUARANTEE THE RENTAL DATE.**

ALL CHECKS – RENTAL AND SECURITY - WILL BE DEPOSITED.

THE SECURITY DEPOSIT WILL BE RETURNED WITHIN 5 BUSINESS DAYS FOLLOWING A FULL BUILDING INSPECTION TO THE ATTENTION AND ADDRESS OF THE CONTRACT SIGNOR.

ANY NON-ADHERENCE TO THIS CONTRACT WILL RESULT IN FORFEITURE OF YOUR SECURITY DEPOSIT.

6) ANY USAGE OF SMOKE MACHINES OR STICKY STRING, EVIDENCE OF CIGARETTE (AND THE LIKE) SMOKING IN THE HALL WILL LEAD TO THE FORFEIT OF YOUR SECURITY DEPOSIT.

7) **CHILDREN'S PARTIES** - NO GUM IS ALLOWED IN THE HALL. CHILDREN ARE NOT TO RUN IN THE GARDENS OR DRIVEWAY. THE STEPS ARE OFF LIMITS. ENSURE NO CANDY IS LEFT STICKING TO THE FLOOR.

8) NO TRASH, CIGARETTES, CARTONS, BOTTLES, PAPER SHOULD BE LEFT ON THE LAWNS OR IN THE GARDENS.

9) **ACCESS TO CEMETERY IS STRICTLY PROHIBITED.** IT IS PRIVATE PROPERTY.

10) SMOKING ALLOWED OUTSIDE ONLY AND SMOKING MATERIALS PLACED IN THE APPROPRIATE CONTAINERS

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PROVIDED. NO CIGARETTES, MATCHES, WRAPPINGS, ETC ON THE LAWN. DO NOT USE THE CIGARETTE CONTAINER AS DOOR STOPS.

11) LADIES REST ROOM IS HANDICAP ACCESSIBLE WITH HANDICAP ALARM. ALARM IS CONNECTED TO THE FIRE DEPARTMENT. THE REST OF THE BUILDING HAS ALARM AND MOTION SENSORS - ANY UNAUTHORIZED ATTEMPTS AT ACCESS WILL RESULT IN CALLS TO THE SECURITY COMPANY. FALSE ALARMS WILL FORFEIT SECURITY AND RENTER WILL BE CHARGED ANY ADDITIONAL FEES.

## RENTER'S PROOF OF LIABILITY INSURANCE

In order to keep rental costs down, all renters must have liability insurance that covers all the participants in the event. Most homeowners, condo, renter's insurance policies already have this built-in to the policy. You can request a Certificate of Liability that you can furnish to us a proof of insurance.

If your insurance does not cover liability for this event, speak with your insurance agent. Normally, adding this to your policy should add very little cost to your yearly premium.

If you do not have an insurance policy to which liability insurance can be added, you can get one-day event insurance to cover you for your event. If you have any questions about this please don't hesitate to ask us.

I (we), \_\_\_\_\_,  
have furnished documentation (a Certificate of Liability) from my insurance company that shows we are carrying no less than \$1,000,000 coverage for the duration of the event.

By: \_\_\_\_\_  
Signature of Renter(s)

Date: \_\_\_\_\_

Witness: \_\_\_\_\_

One potential insurer is The Insurance Center, Bethel CT, [www.theinsurancecenter.com](http://www.theinsurancecenter.com)  
(203) 730-0634.

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## HOLD HARMLESS AGREEMENT

I (we), \_\_\_\_\_,  
have read the Bethel Historical Society's "General Rules and Fees for Use" and understand them fully. I  
(we) further hereby waive and release the Bethel Historical Society, and its representatives from any and  
all claims, costs, liabilities, expenses, or judgements, including attorney's fees and court costs, arising out of  
or from any accident or other occurrence on or about the premises of the Second Meeting House, Bethel CT,  
causing injury to any person or damage to any property whosoever and whatsoever. I (we) hereby further  
agree to indemnify and hold harmless the Bethel Historical Society from and against any and all such claims  
arising out of our use of the aforesaid premises.

By: \_\_\_\_\_  
Signature of Renter(s)

Date: \_\_\_\_\_

Witness: \_\_\_\_\_