

Contract # _____

Lancaster Historical Society
P. O. Box 173 ★ Lancaster, Texas 75146

AGREEMENT

Event/Purpose of Use: _____

Date: _____ Start Time: _____ End Time: _____

User/Responsible Party: _____

FEES:

Rental	\$35 per hour	Member, Non-Member or Commercial Use	_____
Set-up	\$25.00	Member, Non-Member or Commercial Use	_____
Deposit	\$50.00	Member	_____
	\$75.00	Non-Member or Commercial Use	_____

Additional Fees for Special Use _____

Additional Deposit for Special Use _____

Total _____

The Lancaster Historical Society agrees to rent the historic MKT Depot located at 225 E. Pecan Street in Lancaster, TX (hereinafter referred to as "Facility") to the User/Responsible Party as outlined hereinabove, subject to the Terms and Conditions of this agreement, attached hereto and which form part of this Agreement.

Facility must be left in a clean and damage-free condition in order to receive Deposit refund. All chairs and tables shall be stacked in an orderly manner. All trash shall be removed by User/Responsible Party. Kitchen shall be left clean and orderly.

This Agreement is for _____ hours of Facility rental. If the Facility is not clean and vacated by _____ (Event end time as stated hereinabove), User/Responsible Party will be charged double the hourly rate for additional time.

All Fees, including Set-up and Deposit, shall be paid at least one month (30 days) prior to the date of the Event as shown hereinabove. Cancellation must be made no later than two weeks (14 days) prior to the date of the Event. If cancellation is made after _____, the Lancaster Historical Society will retain 50% of the Rental Fee as a late cancellation penalty. In the event of cancellation, Set-up Fee and Deposit will be refunded.

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Other: _____

AGREED AND ACCEPTED BY:

USER/RESPONSIBLE PARTY

Signature: _____ Date: _____

Address: _____

Phone: _____ E-Mail: _____

LANCASTER HISTORICAL SOCIETY

Signature: _____ Date: _____

Title: _____

Phone: _____ E-Mail: _____