

**Hillsboro Columbus Club  
RENTAL AGREEMENT**

Hillsboro Columbus Club  
476 SE 3<sup>rd</sup> Ave.  
Hillsboro, OR 97123

For HALL RENTAL information:  
Steve Hunker 503-544-1627  
hillsborokofc1634.org

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This agreement is a binding contract. Please read and completely fill out this agreement before signing. By signing this agreement YOU agree to abide by all the rules / regulations set forth below. Failure to do so will result in the immediate expulsion from the building as well as forfeiture of any deposit and-or rental fees.

Name of responsible Party (Renter) \_\_\_\_\_ ODL# \_\_\_\_\_

Address \_\_\_\_\_

Phone (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ Date of event \_\_\_\_\_ Number of guests \_\_\_\_\_

Previous night setup (If available) Additional \$50.00 \_\_\_\_\_ YES \_\_\_\_\_ NO

RENTAL FEE \$300.00 Full Day or \$150.00 Half Day (5 hours) (Cash the day of the event or a check 1 week before the event)

RESERVATION, CLEANING, DAMAGE, NO ALCOHOL, NO LOUD MUSIC DEPOSIT \$150.00 (Check 30 days prior to event)

LATE CANCELLATION FEE) \$50.00 (If you cancel within 14 days of your scheduled event)

**RENTER** will hold harmless the Columbus Club and its Members from any claims made by any person attending this event. \_\_\_\_\_

**RENTER** will pay for any loss, breakage, or damage of the Columbus Club property not covered by the damage deposit. \_\_\_\_\_

**RENTER** shall return the premises to as good or better condition with regards to cleanliness and good repair. \_\_\_\_\_

**RENTER** shall obey all applicable laws and regulations, including NO FIREARMS and NO ILLEGAL DRUGS on the premises. \_\_\_\_\_

**RENTER** shall ensure that **NO ALCOHOLIC** beverages are served or consumed while on the HALL premises. \_\_\_\_\_

(Violating this rule will cause the immediate expulsion from the premises and the forfeiture of the Cleaning-damage deposit.) \_\_\_\_\_

**RENTER** shall not have a **DJ BAND**, or any type of **LOUD AMPLIFIED** music while using the HALL \_\_\_\_\_

(Violating this rule will cause the immediate expulsion from the premises and the forfeiture of the cleaning-damage deposit.) \_\_\_\_\_

The COLUMBUS CLUB and its MEMBERS will have **NO LIABILITY** for the loss of property or equipment of the RENTER, regardless of cause.

The Hillsboro Columbus Club, in cooperation with St. Matthew Parish, have made this HALL available to the public for FAMILY gatherings. This property, as regulated by the City of Hillsboro, is not intended to be used for LOUD parties. Please respect the intentions of the Columbus Club and the rights of the neighborhood by keeping your events reasonable. The Columbus Club Hall is available for rent on Fridays, from 5:00 p.m. to 10:00 p.m., Saturdays, from 8:00 a.m. to 10:00 p.m., and Sundays, from 8:00 a.m. to 9:30 p.m.

I have read and understand the conditions contained in the above document. My signature below indicates that I agree with and take full responsibility for all conditions contained in the Hall Rental Agreement and Hall Rental Information.

Renter: Signature \_\_\_\_\_ Date: \_\_\_\_\_

Please Print: \_\_\_\_\_

**ADDENDUM TO RENTAL AGREEMENT**

Renter Name: \_\_\_\_\_

Event Rental Date: \_\_\_\_\_

Purpose/Description of Event: \_\_\_\_\_

**KNIGHTS OF COLUMBUS TRADEMARKS**

Renter may only identify the location of the event by using the address of the Facility as set forth above. Renter shall not use or display Knights of Columbus trademarks, including, without limitation, its name, logos, and emblems, in any way, including, but not limited to, in the promotion of the Renter’s event or on any website and/or in social media.

**MISREPRESENTATION**

Renter attests, represents and warrants that it has, at all times, honestly and accurately described its intended purpose and use of the Corporation’s Facility for the event to a duly authorized representative of the Corporation and as set out above. If Renter engages in any dishonesty, misrepresentation, deception, or misleading conduct in connection with its rental of the Corporation’s Facility, or fails to comply with any of the terms herein, Corporation may terminate this Agreement at any time without prior notice and retain Renter's security deposit. The rights, powers and remedies of Corporation are in addition to, and not in substitution of, that which may be available to Corporation. Failure by Corporation to exercise any of its rights, powers and remedies hereunder, or its delay to do so, does not constitute a waiver.

For the purposes of the Rental Agreement and this Addendum, “Renter” includes the undersigned Renter as well as its employees, agents, invitees or any other person who may be at the Corporation’s Facility for the purposes of the Event. If there is any inconsistency between the provisions of this Addendum and the Rental Agreement, the terms in this Addendum will govern.

**CORPORATION:**

**Hillsboro Columbus Club**

Member Name: \_\_\_\_\_

Signature: \_\_\_\_\_

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

**RENTER:**

Renter Name \_\_\_\_\_

Signature \_\_\_\_\_

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