

Rock Island Conservation Club Rental Contract 2022

General Terms and Conditions Applicable to ALL Renters

RICC is a NON SMOKING facility. Prices are for the 2022 rental year only and are subject to change per calendar year.

The entire rental facility and grounds are expected to be in the same condition at the end of the rental period as it was prior to the rental. (Ordinary wear and tear expected). The renter is responsible for all damages or theft occurring during the occupancy of the facility and grounds. If damage is greater than the damage deposit, the renter will pay the difference within 1 week after the rental. The responsible person must be present at the entire rental time period.

GENERAL RULES:

- * No one is allowed beyond the immediate clubhouse and playground area.
- * No fishing or swimming is allowed by guests during the hours of the party.
- * It is the renter's responsibility to keep guests in the immediate area of the clubhouse and playground.
- *NO FOOD or BEVERAGES are to be disposed of properly in trash receptacles.
- * No event will last longer than 1:00a.m.
- * No club property will be moved from its current location or taken outside (Chairs, Tables, or Pictures)

No balloons are allowed outside - As they make a mess when they are popped and are a concern with our wildlife. You will lose your deposit if found.

SUPPLIES:

- * Renters may use kitchen facilities such as coffee pot, stove, refrigerator, and microwave. All items must be cleaned after event.
- * All other supplies need to be supplied by the renter. (Dish soap, towels, plates, cups, coffee filters, condiments, etc.)

DECORATIONS:

- * No staples or tacks will be used to attach decorations to walls, tables, windowsills, or ceilings.
- * No tape of any kind will be used on the floor or walls.
- * No rice, confetti, tinsel, bird seed, or silly string is allowed in or out of the clubhouse.

Clubhouse Rental Fees and Deposits are as follows.

Hours	Member	Non-Member
Base 4 Hours: Club house or Club house and Pavilion	\$150.00 Cash/Check/MO	\$200.00 Cash/Check/MO
	\$160.00 Credit Card/Venmo	\$210.00 Credit Card/Venmo
Base 12 Hours: Club house or Club house and Pavilion	\$300.00 Cash/Check/MO	\$400.00 Cash/Check/MO
	\$325.00 Credit Card/Venmo	\$425.00 Credit Card/Venmo
Pavilion only: No Deposit or clean-up fee is required when renting the Pavilion. Please be sure to clean up the area when done	\$50.00 Cash/Check/MO	\$100.00 Cash/Check/MO
	\$60.00 Credit Card/Venmo	\$110.00 Credit Card/Venmo
Additional Hours	\$25.00 Cash/Check/MO	
	\$30.00 Credit Card/Venmo	
65" Plasma HD TV Rental: You will need to bring your own cables and ancillary devices.	\$25.00 Cash/Check/MO	
	\$30.00 Credit Card/Venmo	

Deposit Information:

Deposit Information:	\$150.00 - If paying by check, the check will be shredded after the event.
----------------------	--

Deposit is not required for Pavilion**Bartender and Special-Order Alcohol Fee:**

Bar Fees	Renters Responsibility	Payment method
\$50	Fee per bartender for first 4 hours	Pay to bartender prior to start of event with cash or check only
\$10.00	Each additional hour per bartender after the first 4 hours	
Bartender Notes: We require one bartender per every 50 people attending. However, if you are ordering a keg it is a requirement to have a minimum of 2 bartenders. Bartenders and/or Rental chair have the right to call in another bartender if needed at the renter's expense.		
\$220.00	Domestic beer and additional for imports based on type. (Amount can change depending on type ordered - Keg fees and any special-order alcohol must be paid 3 weeks prior to event.	
Varying	Special Order Alcohol cost depends on what is being ordered. (Champagne is \$20/bottle.) Special order alcohol must be paid 3 weeks prior to event.	

Person paying for special order alcohol must be 21 or older

BAR:

- * Club bar will be required if ANY alcoholic beverages are available and must be purchased through the bar.
NO ALCOHOLIC beverages can be brought into the clubhouse or club grounds from renters or guests.
- * Bar will close no later than 12:30 a.m.
- * Rock Island Conservation Club Dram Shop and Liability Insurance will cover renters. We do not accept other insurance Company's Dram Shop and Liability Insurance. No liquor is to be sold outside of the clubhouse per our DS license.
- * Bartenders will be paid the night of the rental for the entire time requested.
- * Bartenders are to be approved and licensed through Rock Island Conservation Club only.

CLEAN UP AT THE END OF THE EVENT:

This fee is non-negotiable and cannot be made by credit card.

Clean up Fee	Renters Responsibility
\$100.00	All personal property must be removed from the building. Any remaining items will be disposed of.

Please mail below contract and rental fees to:

Mail: Melia Hemphill RICC Rental Chair 4101 8th Ave Moline, IL 61265.

Email: RICCRentals@gmail.com

Any questions or concerns please contact Rental Chair at 563-265-4534 or
RICCRentals@gmail.com

Please read the contract thoroughly, fill out completely, and write legibly! Thank you!

Event Type		
Name		
Address		
Phone Number		
Email Address		
RICC Member #		
Rental type:	Club house only	Club house and Pavilion
		Pavilion Only
Date of Rental:	Number of Hours: This includes set up and tear down.	Doors Open at:

The bartenders are to be paid the day of the rental.

Bartender requested	Yes <input type="checkbox"/> No <input type="checkbox"/>
Number of Bartenders Needed:	
Start Time for Bartender	
Number of Hours for Bartender	
Special order Alcohol Name or Type:	

Payments required: The contract and rental fee will hold your date.

Payment Information	Amounts	Cash Check Money Order Credit Card Venmo
Rental Fee including TV if needed:		
Special Alcohol Order:		
Clean Up:		
Deposit: If paying by credit card, do not pre-pay.		
Total		

Venmo account: @RICC_2421

Credit Card Information:

Card Number	
Expiration Date	
CVV Code:	
Zipcode:	

By signing below you agree that you have read, understand, and agree to the terms and conditions of the Rental Agreement terms and conditions.

Printed Name of Renter: _____

Signature of Renter: _____

Please mail contract and rental fees to:

Melia Hemphill RICC Rental Chair 4101 8th Ave Moline, IL 61265 or Email: RICCRentals@gmail.com