



Jacksonville Brotherhood of Firefighters
351 West 24th Street, Jacksonville, FL 32209
Email: jbof1983@gmail.com **Web:** www.jbof.org **Phone:** 904.867.4557

EVENT RENTAL AGREEMENT

Event date _____ Day of the week _____
Year Month Day

Type of event _____ Number of guests _____

Contact name(s) _____

Mailing address _____

City _____ State _____ Zip _____

Phone #1 _____ Phone #2 _____

Email(s) _____

Arrival time _____ Departure time _____

Event end time (one hour before departure time) _____ Departure time _____

Event date and time _____

Rental Fees: The Jacksonville Brotherhood of Firefighters (JBOF) Hall rental fee is \$500 for Non-Members and \$300 for Members. Renters must obtain and show proof of 1 million dollars of Liability Insurance. This is for downstairs use only. This is in addition to the \$250 security deposit. The following forms of payment are accepted: Credit Cards, Cash Apps, and Checks. If payment is by check, the funds shall clear before the event.

Security Deposit: A \$250 dollars security deposit is required to hold your date. Your security deposit is fully refundable if there is no damages or losses to the premises. The building must also be cleaned and returned to its pre-event condition.

Staff Fees: A fee of \$100 cash is charged for JBOF staff to be on the premises during the event. This fee is for the first four hours of the event. After four hours, JBOF staff will be paid at a rate of \$25 dollars per hour cash. JBOF staff must be present from the opening of the building to the closing of the building and shall be paid at the conclusion of the event.

Audio Visual Fees: No on-site Audio or Video Equipment will be used without JBOF staff being present. Additional charges of \$125 dollars will be charged for using JBOF Audio/Video equipment.

Decorations: No balloons with confetti shall be used. All balloons shall be secured to prevent floating to the ceiling and getting caught in ceiling fans. No items shall be taped or stapled to the wall or floor.

Capacity: The maximum capacity for the hall is 125 people.

Food & Alcohol: You may bring in your own food or have it catered in our kitchen. You and/or your caterer will be responsible for supplies, dishware's, and utensils. There shall be no cooking in the building. Additional fees will be applied if you require the use of JBOF's materials (i.e., warmers, sternos, coolers, etc.).

Duration of Event: All events shall be over by midnight. The premises must be vacated by the allotted time (breakdown/cleanup and load-out must be complete) to avoid incurring charge for additional hour(s).

Supervision of Children: If small children will attend your event, we strongly recommend you designate someone to look after them. Children must be always supervised. The Jacksonville Brotherhood of Firefighters is not responsible for unattended children.

Noise Levels: No person shall make, assist in making, permit or allow to continue any unreasonable noise. Please help us to consistently minimize the noise levels by informing your event patrons of the noise ordinances before and during the event.

Prohibitions: No smoking, vaping, firearms, fireworks, sparklers, or illegal drugs may be used or possessed on or around the Jacksonville Brotherhood of Firefighters properties or any buildings. The Jacksonville Brotherhood of Firefighters is a non-smoking facility.

Clean-Up, Lost & Abandoned Items: Please remove all belongings. The Jacksonville Brotherhood of Firefighters shall not be responsible for any lost or stolen items.

Refunds / Cancellation: No refunds shall be given if you use less than your purchased hours on your event date. If the event is canceled 30 days before the event date, The Jacksonville Brotherhood of Firefighters will refund the \$250 security deposit. If circumstances beyond our control render the premises unusable (fire, natural disaster, power failure, etc.) for your event, the rental fee is fully refundable. However, The Jacksonville Brotherhood of Firefighters will not be held liable for any additional compensation to you, your caterer, florist, musician, photographer, or other subcontractors.

Damages: The Jacksonville Brotherhood of Firefighters is beautifully furnished. You will be responsible for any damage to walls, floors, carpet, etc. No tape, tacks, staples, rice, birdseed, or confetti is permitted on the premises. If you use bubbles, be aware that too many bubbles will cause slippery floors that will be dangerous for your guests. Please use only dripless candles in containers. Candles containers. Candles are not allowed in unattended areas. Blow them out to avoid wax spills when moving candles, and let the wax set firm before moving.

Hold Harmless Agreement: For this agreement, the term 'JBOF' shall be deemed to include the Jacksonville Brotherhood of Firefighters, its Officers, Members, Employees, Guests, Visitors, Agents, and Representatives. The term "User" shall be the party using the premises pursuant to this agreement. The term "Premise" shall be deemed to include any facility and all public areas and other lands and access thereto owned and operated by the Jacksonville Brotherhood of Firefighters.

User Agrees As Follow: The JBOF will not be liable for any damage caused by personal injury or death to any person, or caused by loss damage to any personal property of User or any other person while on the premises, and to indemnify, defend and hold the JBOF harmless from and against all claims, demands suits, and judgments, including without limitation, all costs and Attorney's fee resulting therefrom, accruing to and asserted by User or any other person for loss, damage, or injury to any person, property or estate caused by accident or otherwise, resulting, or accruing by reason or the occupancy and use of the premises. **The Jacksonville Brotherhood of Firefighters reserves the right to require Police presence at the User's expense.**

**Liability at The Jacksonville Brotherhood of Firefighters
Building Initial**

- 1 I understand that The Jacksonville Brotherhood of Firefighters is not responsible for any bodily or property damage incidents on or near the event site resulting from any act by anyone to cause any harm or by omission of anyone. This exclusion applies to anyone on or near the event site whether or not under the influence of alcohol or narcotics.
- 2 Serving alcohol and food at the event is the sole responsibility of the lessee. I understand that The Jacksonville Brotherhood of Firefighters is not responsible for any incidents related to the over-consumption of alcohol or food poisoning on the premises.
- 3 I understand that The Jacksonville Brotherhood of Firefighters is not responsible for any incidents related to the use of a motor vehicle to or from our facility.
- 4 I understand that The Jacksonville Brotherhood of Firefighters is not responsible for any thefts before, during, or after the event.
- 5 I understand that The Jacksonville Brotherhood of Firefighters is not responsible for any inconveniences that may occur over which it has no control. This includes (but is not limited to) power outages, adverse weather conditions, mandatory evacuation, construction, mechanical failure (i.e., air conditioner, heater, television, lights, audio equipment). No refunds will be given.
- 6 **Hold Harmless Agreement:** For the purpose of this agreement, the term ‘JBOF’ shall be deemed to include the Jacksonville Brotherhood of Firefighters, its Officers, Members, Employees, Guest, Visitors, Agents, and Representatives. The term “User” shall be the party using the premises pursuant to this agreement. The term “Premise” shall be deemed to include any facility and all public areas and other lands and access thereto, owned and operated by the Jacksonville Brotherhood of Firefighters,

User Agrees As Follow: that the **JBOF** will not be liable for any damage caused by personal injury or death to any person, or caused by loss damage to any personal property of **User** or any other person while on the premises, and to indemnify, defend and hold the **JBOF** harmless from and against all claims, demands suits, and judgements, including without limitation, all costs and Attorney’s fee resulting therefrom, accruing to and asserted by **User** or any other person for loss, damage, or injury to any person, property or estate caused by accident or otherwise, resulting or accruing by reason or the occupancy and use of the premises.

Any changes to this contract must be in writing and signed by both parties. This contract incorporates the entire understanding of the parties. I have read the above contract and agree to the terms as stated.

Printed Name _____ Signature _____ Date _____

Printed Name _____ Signature _____ Date _____

The Jacksonville Brotherhood of Firefighters _____ Signature _____ Date _____