

Hills Grand Lodge Addendum Facility Rental Terms

1. Facility. The Hills Grand Lodge ("Grand Lodge") rental includes use of the Grand Lodge, consisting of approximately 4,682 square feet located at Camp Tanager ("Camp"), the grounds around the Grand Lodge, and the parking areas adjacent to the Grand Lodge at Camp.
2. Type of Event: _____
3. Guest Count: _____
4. Rental Period.
Date: _____
Time Period: _____
5. Rental Fee. The Rental Fee for the Grand Lodge is \$_____ (available for rental in 1 hour minimum increments) as determined from the rental rate sheet. The Grand Lodge must be entirely vacated within 15 minutes of the end of the Rental Period or an additional hourly Rental Fee will be charged.
 - (a) Includes use of the A/V equipment
 - (b) Includes tables and chairs as agreed upon
6. Food and Beverage. Food and beverage shall only be allowed at the Grand Lodge subject to the following conditions:
 - (a) All food and drink, except for prepackaged food and bottled non-alcoholic beverages, shall be procured and served by a licensed caterer approved by Tanager within sixty (60) days of the Rental Period. Tanager reserves the right to approve or reject the use of an outside caterer.
 - (b) All alcoholic beverages shall be procured and served by a vendor holding a valid liquor license approved by Tanager within sixty (60) days of the Rental Period. Tanager reserves the right to approve or reject the use of any vendor. In no event shall alcohol be served to minors anywhere on Tanager property, whether inside the Facility or in the parking lot.
 - (c) Outside caterers and/or vendors, including vendors procuring and serving alcoholic beverages, must be licensed and maintain Commercial General Liability Insurance in an amount not less than \$1,000,000, combined single limit for bodily injury and property damage. Tanager shall be named as an additional insured. The outside caterer and/or vendor's certificate of insurance with the required endorsement must be provided to Tanager at least ten (10) days prior to the Rental Period. If the outside caterer and/or vendor does not adhere to the insurance requirement, such outside caterer and/or vendor will not be approved by Tanager.
 - (d) Tanager is not responsible for any service of food or drink. However, Tanager has the authority to close down all alcohol service and/or remove inebriated guests if, in Tanager's sole discretion, alcohol consumption at an event is excessive or guests have become unruly.
 - (e) The User is responsible for all food and beverage related items to be removed from the Facility. This includes dishes, napkins, plastic plates, cups, utensils, chargers, etc.
7. Specific Rules. The User understands and agrees to the following rules:

- (a) Max occupancy of 288
- (b) No adhesive material is allowed on the walls, floors, or ceiling
- (c) No rice, confetti, birdseed, glitter, pyrotechnics, sparklers, candles, open flames, or loose helium balloons
- (d) No additional hanging lighting
- (e) No use of kitchen equipment and dishes for standard rentals
 - a. Wedding rentals include full use of kitchen, equipment, and dishes
- (f) Your tasks when leaving the facility should be:
 - a. Return all spaces you rented to the same condition it was in at the beginning of your rental period
 - b. Pickup all paper products, food, etc. on tables and floors
 - c. All garbage will be removed and taken to the dumpster
 - d. All food you brought is out of the refrigerator and freezer
 - e. Turn-off all lights
 - f. Ensure all exterior doors are closed and latched