

147 Ward Street
P. O. Box 1816
Wallingford, CT 06492
Phone: (203) 284-9899



Email: hccofwallingford@gmail.com
Website: www.hungarianclubofwallingford.org
Since 1918

HUNGARIAN COMMUNITY CLUB of WALLINGFORD RENTAL AGREEMENT

As of January 1, 2023

The Hungarian Community Club agrees to rent out its facilities under the following conditions:

The halls are available for 10 hours (8 hours on Sundays) (hours to be specified in Contract Agreement Section) which includes setup and cleanup time. Music must stop by 11:00 pm (9 pm on Sundays), with cleanup of the halls to end no later than 12:00 Midnight (10 pm Sundays). The halls will be in a cleaned condition and are to be returned from the renters in a similar state. The parking lot and surrounding area of the club are to be included in the clean-up procedure. The security deposit will be forfeited if the halls are not in a satisfactory cleaned condition. If the renter stays beyond contracted hours (including setup and cleanup times) there will be an additional charge (specified in Rates Section) payable from the security deposit.

Alcoholic beverages must not be served to any patron or guest under the age of 21 in accordance with Connecticut State Law. Consumption of alcoholic beverages in the parking lot and surrounding areas of the club is prohibited by the Town of Wallingford, as well as by the club. Due to State of CT and insurance regulations, all liquor is to be purchased by the club and only authorized club members may serve as bartenders. Renter can supply their own soda and water, or they can opt to have the club sell these items. The bartender can only accept cash or checks – no credit cards. In lieu of an open bar, renter has the option of buying drink tickets prior to the start of the event (cash only - specified in Rates Section) and distributing them to their guests. Drink tickets can be redeemed (and surrendered) for one beer, one glass of wine, or one shot. Unused tickets will be refunded.

RENTER'S INITIALS: _____

Noise ordinances are in effect in Wallingford and must be adhered to. Excessively loud bands or DJ's may result in the police being called by the surrounding neighbors. The club assumes no responsibility for the payment of any fines assessed a renter while an event is ongoing. The doors should remain closed (and unlocked) while the music is playing.

No Hungarian decorations of the hall shall be removed. Pushpins, tacks, and nails are prohibited. Only removable tape shall be used to decorate the hall and all the decorations put up by the renters shall be removed at the end of the rental.

Confetti and bubble gum are hard to remove and therefore are prohibited. Also prohibited are any fireworks, smoke machines, dry ice, or any pyrotechnics that will set off the fire alarms.

Setting up and the knocking down of chairs and tables are the responsibility of the renters. Both halls have complete kitchen facilities and are included in the rental fee. A fire suppression system has been installed in the upper hall. Accidental setting off this system will result in a charge of \$1,000, or the exact cost to the club for re-charging the system.

Long rectangle tables (8 foot) are included in the rental. Round tables are available for an additional fee (specified in Rates Section).

The club assumes no responsibility for damages done to personal property in and surrounding the club while an event is in progress, nor any responsibility for lost or stolen items.

The Hall will not be rented for any function where admission is charged. Renting the Hall under false pretenses will result in the immediate termination of the function and loss of deposit.

Fees and Charges:

A security deposit of no less than \$300.00 and no greater than \$1,000.00 will be required to hold a date, and to protect the club against damages by renters or their guests. The amount is to be determined by the rental agent, depending on the type of event and any past history with the renters.

The security deposit in its entirety will not be refunded if any of the following occurs:

- Police involvement
- Damage to the building, contents, or parking lot
- Decorations left on the walls, stage, etc.
- Rooms not cleaned and trash not emptied
- Furniture not returned to proper locations
- Any violations of rules listed elsewhere in this rental agreement

Cancellation of an event less than 30 days prior to the event, resulting in our inability to re-rent the facility, will result in the forfeiture of the security deposit.

Rates: Weekdays and Saturday, hours available based on other regular rentals

Upper hall---capacity of no more than 180 occupants _____ \$700.00 for 10 hours total*

Lower hall---capacity of no more than 80 occupants _____ \$450.00 for 10 hours total*

Rates: Sunday, hours available 2 pm – 10 pm

Upper hall---capacity of no more than 180 occupants _____ \$500.00 for 8 hours total*

Lower hall---capacity of no more than 80 occupants _____ \$350.00 for 8 hours total*

There are no reduced rental rates for less hours.

Additional time required - \$25 per hour, not to exceed the end times stated above

1 Bartender required for a function with less than 100 persons. 2 Bartenders required if 100 or more persons expected.

One Bartender - \$100 for 4 hours

Two Bartenders- \$200 for 4 hours

Additional bartender time - \$25 per hour per bartender

Individual Drink Tickets - \$5 each (cash only – payable prior to start of event)

Round Tables - \$7/ table.

*Includes setup and cleanup time on the day of the rental

Contract Agreement:

Signatures below indicate acceptance to the above conditions in their entirety.

NAME _____
ADDRESS _____
CITY _____ STATE _____ ZIP _____
PHONE# _____ DATE OF EVENT _____
TYPE OF EVENT _____
EVENT START TIME _____ EVENT END TIME _____
EXPECTED NUMBER OF ATTENDEES: _____
BARTENDER START TIME _____ BARTENDER END TIME _____
SECURITY DEP. AMT. _____ DATE RECEIVED _____
RENTAL FEE _____ DATE RECEIVED _____
DRINK TICKETS ANTICIPATED _____
AGENT OF THE CLUB: _____

I have read and have been given a copy of the Rental Agreement and I agree to comply with all the rules and regulations pertaining to the Rental Agreement.

SIGNATURE OF RENTER _____

The address and phone number MUST be provided and be valid. If the Club needs to contact the renter and is unable to do so, this agreement may be voided and nullified, and the security deposit may also be forfeited.

Payment Process:

Contract is not binding (and date not reserved) until the security deposit has been received along with this signed document. If paying by check, the contract will not be binding until the check has cleared the bank.

Full payment of the rental fee is required a week prior to the event if in check format or the day of the event if in cash. If mailing the check, allow an extra week for the check to be received and deposited.

Our mailing address is HCC, P.O. Box 1816, Wallingford, CT 06492

Please make the check out to HCC, not to the name of the rental agent.

Events with Alcoholic Beverage Sales:

Please provide the kind of beer, wine, and liquor to be stocked for your event:

BEER: _____

WINE: _____

LIQUOR: _____

The Hall has a NO Smoking, a NO Weapons and NO Firearms Policy.

COVID-19 NOTICE:

All CDC, Federal and Connecticut State COVID-19 guidelines in effect the day of the event must be followed