

**IONIA COUNTY
HISTORICAL SOCIETY**
IONIA MICHIGAN

P.O. Box 176 • 251 East Main Street • Ionia, MI 48846
www.ioniahistory.org

Rental Agreement — John C. Blanchard House

V013120-KC

This Rental Agreement made on _____, between the Ionia County Historical Society (“ICHS”) P.O. Box 176, Ionia, MI 48846, and

_____ (“Renter”), for the use of the John C. Blanchard House, located at 251 East Main Street, Ionia, MI 48846 under the following terms.

Name of the Renter (organization) _____

Check one: Member/Business Buddy Individual Non-profit organization

Contact Person: _____

Address: _____

Phone: _____ Email: _____

Event Date: _____ Time start: _____ Time end: _____

Purpose of Event: _____

Number of Attendees: _____

*Suggested Capacity: Seated dinner: 50 people
 Seated meeting: 60 people
 Standing room only: 75 people

Do you wish to serve alcohol? Yes No

(The board of directors will need to approve alcohol being served in the house.)

Special Accommodations (if any):

Rental Fee. Fees for use of the ground floor of the Blanchard House are as follow:

Member and Business Buddies: \$175.00 *

**Must be a member for a minimum of 12 months prior to rental.*

Non-member: \$350.00

Non-profit Organization: \$200

Hourly: \$50.00/per hour (*Three-hour maximum including set up*)

Initials: ICHS _____ Renter: _____

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Terms of Use:

The rental fee is for up to 6 hours of use, including setup and clean up.

The second floor of the Blanchard House may only be used as a dressing area or during prearranged guided tours.

Additional use of the second floor may be arranged for an additional fee.

The rental fee is due no later than fourteen (14) days prior to the Event Date.

Security Deposit: A security deposit of \$100 is due upon receipt of this form.

Cancellation: The \$100 deposit is non-refundable for any cancellation once received.

The security deposit will be returned within 14 days after the Event Date, minus any fees for damages or cleaning fees. The ICHS reserves the right to charge additional amounts above and beyond any fees and deposits, should any excess damage repair or cleaning be necessary due to the Event.

Alcohol: Use of alcohol during any Event is subject to approval of the Board of Directors. The Renter will assume all responsibility for any alcoholic beverages served at the Blanchard House during the Event.

Host/Hostess: A ICHS board member must be present during the Event. The Host/Hostess will have ultimate authority over the use of the Blanchard House during the Event. Please remember, this person is volunteering his/her service.

Cleaning: The ICHS has made all efforts to insure that the Blanchard House is clean upon your arrival. Please clean (sweep, vacuum, wash dishes, clean spills, remove trash, etc.) before leaving. Trash must be removed from the premises. Any trash left will be charged at \$10 per bag.

Illegal Substances/Activities: No illegal substances may be brought into the Blanchard House or used therein. No illegal activities may be carried on in the Blanchard House. The Board, Officers or Members will contact the authorities if any illegal substances or illegal activities are discovered on the grounds of the Blanchard House.

Damages: Any damage done to the Blanchard House or grounds resulting from the Event are the responsibility of the Renter. Any fees for repair, cleaning, etc. will be charged to the Renter.

Third Party Liability: Renter assumes liability and Renter holds ICHS harmless for the actions of the Renter or Renter's guest which result in damage or harm to a third party during the Event.

Refusal: The ICHS reserves the right to refuse rental of the Blanchard House to anyone it deems not in the best interest of the ICHS or the Blanchard House.

Restricted Use of Blanchard House. Due to the historical nature of the Blanchard House and its furnishing, the following items and activities are prohibited:

Smoking. There is no smoking allowed in the Blanchard House or in the Carriage house.

Wall Decoration. Use of tape, nails, etc. on walls is prohibited.

Open Flames. No candles or other illumination using fire may be used in the Blanchard House. Sterno candles and other heating of food, however, may be used with care.

Furniture. Moving or handling Blanchard House furniture or objects without the permission and/or supervision of a member of ICHS.

Other. Any other item or action that may cause damage to the Blanchard House or grounds.

Signed on this _____ day of _____, 20_____.

Renter (sign name): _____

Print name: _____

ICHS Representative (sign name): _____