



Rental Agreement

Contacts: Craig 412-264-6335 or info.fgvfd@gmail.com

• A **\$100 non-refundable deposit** is required to secure your reservation. This deposit will be applied to the total rental fee of \$475. **Full payment of the remaining \$375 is due at least one week before your event.**

- Absolutely **NO TAPE OR TACKS** on the walls
 - Absolutely **NO CONFETTI OR GLITTER**
 - All doors must remain closed while the heat or air conditioning is running
 - Parking is permitted in designated parking spaces only
 - Do **NOT** block fire truck access and firefighter parking (designated spaces) and do not park in neighbor's parking lot (Vehicles will be towed at owner's expense)
 - The fire hall is a **NON-SMOKING** facility
 - The small kitchen area is available and must be kept clean
 - Renter is responsible for any alcohol served and all PLCB laws apply
 - Renter is liable for any damages caused by the occupants during the rental
 - Access at 8am day of the event and all occupants must vacate the property by 11:00PM
- Should occupancy extend beyond this time, **a FEE of \$100 per hour will be charged.**

• **AFTER YOUR EVENT,**

- You must take all of your trash out to the dumpster.
- Set both thermostats to 55 degrees in the winter, and OFF in the summer.
- No belongings shall be left in the hall after the event unless prior arrangements are made with the management staff. **(If no prior arrangements are made belongings will be removed by cleaning staff)**
- Place chairs upside down on the tables
- Turn off the lights.
- Lock the doors and return the key to the key box

Price \$475



VOLUNTEER FIRE DEPT

2044 EWINGS MILL ROAD



CORAOPOLIS PA 15108

Renter Information

Name _____

Phone Number: _____

Email: _____

Address: _____

City, State, Zip: _____

Event Type: _____

Start Time: _____ AM/PM

End Time: _____ AM/PM

Date of Event: _____

Renter (print): _____ Renter Signature: _____

Check Number: _____