

# North Beach Volunteer Fire Department (NBVFD)

## Hall Rental Contract Terms and Conditions

\_\_\_\_\_ **Renter's Initials**

\_\_\_\_\_ **Date**

- Rental Rate: **\$2,000.00** up to 8 hours
  - **\$1,000.00** Refundable security deposit, in addition to the full contract fee, is due at signing of the agreement. (\$1,000.00 security deposit will be reimbursed if the hall is properly cleaned, in approximately 3-4 weeks. This includes sweeping bathrooms, sweeping the hall, and bagging and removal of all trash to the outside green dumpster. Renter is liable for any and all damages that may occur as a result of their event. (This would include any damages above \$1,000.00).
  - Hall rental includes the use of the ice machine, kitchenette (microwave, refrigerator, bar), chairs, tables, AV equipment, and televisions. Use of outside vendors/caterers/bartenders is allowed.
  - The commercial kitchen area is available for an additional and **non-refundable** fee of \$250.00. **(Fryers may not be used.)**
1. If the NBVFD is unable to provide the goods and services agreed upon for reasons beyond its control, the NBVFD will return the monies paid.
  2. The NBVFD will assume no responsibility for any claims, losses, or damages to any items of any nature whatsoever left on the premises by the renter or any of its guests as a result of the function.
  3. The person executing this agreement expressly represents that he or she is over twenty-one (21) years of age. The renter may be required to show proof of liability insurance before the function. This is to be determined on an as-need basis per NBVFD.
  4. Flammable substances are not permitted in or about the building and premises of NBVFD. (Candles will be permitted.)
  5. If alcoholic beverages are to be served during the function, all state laws and requirements (including necessary permits) must be met with respect to such service, and any guests may be required to produce proof of minimum age. Please contact Linda Tayman of the Calvert County Liquor Board at 410-474-1314 or taymanl@comcast.net to obtain the necessary permits.
  6. The renter is responsible for cleaning. This includes sweeping bathrooms, sweeping the hall, and bagging and removal of all trash. Clean-up must be done at the end of the rental event.
  7. If a renter elects not to clean the hall, or it is determined after inspection, that the hall was not cleaned per contract, all of the security deposit will be forfeited.
  8. If the renter cancels this contract within sixty (60) days of the scheduled event, the renter will forfeit 50% of their total rental fee.
  9. All payments here-in must be made by the person administrating the contract.
  10. Full payment, including security deposit, is due at the time of signing the contract.
  11. There will be NO smoking allowed at the front entrance of the hall. If there are any cigarette butts found in front of the hall (on the ground, gravel, or grass area) your security deposit will be forfeited. Please use the designated smoking areas on the side of the hall.
  12. Driving up to the doors or parking on the walkway leading up to the front entrance of the hall is prohibited.
  13. Renters are asked to please stay off the grass and gravel.
  14. The use of scotch tape or any other type of tape on the walls is prohibited.
  15. NO FIREARMS ARE ALLOWED ON THE PREMISES OF THE NORTH BEACH VOLUNTEER FIRE DEPARTMENT. Any Bayview Hall renter or guest who is found to have a firearm in their possession will immediately cause the closure of the event, and the forfeiture of the security deposit, regardless of having a concealed carry permit. Sworn Law Enforcement are excluded.

# Initials:

\_\_\_\_\_ The total number of expected guests. \_\_\_\_\_

\_\_\_\_\_ Yes, I would like to use round tables. (Seats 8-10 people.) \_\_\_\_\_ Quantity Needed  
(28 Available)

\_\_\_\_\_ No, I do not want round tables.

\_\_\_\_\_ Yes, I would like to use rectangular tables. (3'x8') \_\_\_\_\_ Quantity Needed  
(40 Available)

\_\_\_\_\_ No, I do not want rectangular tables.

\_\_\_\_\_ The renter agrees to clean (bathrooms, kitchenette, and sweep all floors) at the end of  
renter's event. Trash is to be bagged and removed to the outside green dumpster.

I, \_\_\_\_\_ have read and agree to the terms and conditions regarding the rental  
of the facilities at NBVFD. The function is to be held on the following date and time:

\_\_\_\_\_ Date of the Event

\_\_\_\_\_ Time of the Event

\_\_\_\_\_  
(Address for Deposit Return)

\_\_\_\_\_ Security Deposit Fee

\_\_\_\_\_ Rental Fee

\_\_\_\_\_ Printed Name of Renter

\_\_\_\_\_ Contact Number

\_\_\_\_\_ Signature of Renter

\_\_\_\_\_ Date

\_\_\_\_\_ Representative of NBVFD

\_\_\_\_\_ Date

\_\_\_\_\_  
**North Beach Volunteer Fire Department**  
**8536 Bayside Road, Chesapeake Beach, MD 20732**  
**(410) 610-7911 info@bayviewhall.com**

# ADDENDUM TO HALL RENTAL CONTRACT

The North Beach Volunteer Fire Department is excited to be reopening our hall. Please know that we have missed having you as our guests.

We will be following all health department and CDC guidelines to keep you, your guests, and our members safe. We have some new COVID-19 Rules and Guidelines we will need you to follow.

- 1) The total number of persons permitted in the building cannot exceed 100% of the maximum occupancy or no more than 275 persons at a time. This includes all caterers, servers, bartenders, waiters, cooks, deejays, and guests.
- 2) All guests are strongly encouraged by the CDC and the State of Maryland guidelines to wear a mask covering their face and nose upon entering and while inside.
- 3) Sanitize hands upon entering and exiting the building. Wash hands and/or sanitize frequently.
- 4) Maintain physical distancing by standing at least 6 feet away from other people not traveling with you. No congregating in large groups.
- 5) Guests not complying with protocols shall be warned, and if they do not comply, they shall be asked to leave the venue.

The North Beach Volunteer Fire Department accepts no liability for any and all damages caused by contracting the COVID-19 virus at our venue – you are gathering at your own risk.

\_\_\_\_\_  
Signature of Renter

\_\_\_\_\_  
Date

\_\_\_\_\_  
NBVFD Representative

\_\_\_\_\_  
Date

- Rules and guidelines may change at any point contingent upon the health necessities or new directives from the Maryland Governor's Office.

# FREQUENTLY ASKED QUESTIONS

Hall Website:	BayviewHall.com
Hall Size:	50' x 100'
Hall Capacity:	275 People TOTAL - This includes patrons, bartenders, DJs, caterers, and any other staff
Guest WiFi Password:	NorthbeachGuest!
Table Sizes:	Round Tables are 72 inches and sit 8 to 10 people comfortably. Rectangular tables are 96" x 32" and sit 8 to 10 people comfortably.
Rental Rate:	\$2,000.00 for up to 8 hours
Security Deposit:	\$1,000.00 (Refundable in 3 to 4 weeks)
Celebration of Life Rentals:	\$125 per hour and security deposit

- Full payment, including security deposit, is due at time of signing contract.
- Occupancy of the Hall can take place at 9 AM on the day of the rental. If the Hall is not rented the night prior to your event, you may begin setup after 5 PM.
- Rental rate includes use of ice machine, kitchenette, chairs and tables, audio/visual equipment, and televisions. Personnel from the Fire Department will setup the audio/visual equipment.
- Commercial kitchen area is available for an additional and **non-refundable** fee of \$250.00. Fryers may not be used. The ice machine is available, even if kitchen is not used.
- Candles are permitted.
- Alcoholic beverages are permitted. If you are a non-profit and/or are selling liquor, a license must be obtained from the Calvert County Liquor Board by calling (410) 535-1780.
- Cleanup must be done at the end of the rental event. The renter is responsible for cleaning. This includes sweeping bathrooms and floors at the end of the event. Trash is to be bagged and removed to the outside green dumpster. If not cleaned properly, all of the security deposit will be forfeited.
- Driving up to the doors or parking on the walkway leading to the front entrance of the hall is prohibited.

- There will be no smoking allowed at the entrance to the hall. Smoking is permitted on the side of the hall in the designated areas.
- Renters are asked to please stay off the grass.
- The use of scotch tape or any other type of tape on the walls is prohibited.

If you have any further questions, please contact Dotty at (443) 404-8137. Please do not ask the fire department members for assistance.