

Veterans Memorial Park Lodge
322 Veterans Drive
Union, SC 29379
864-441-4455
Stephanie Kitchens, manager

Rental Agreement updated 6.2025

Listed below are the cost selections available to the renter of the Veterans Memorial Park Lodge

		Date Paid
A. Friday, Saturday, Sunday Cleaning Security/Deposit	\$300	_____
B. Friday, Saturday, Sunday use of Facility (noon-midnight)	\$400	_____
C. Monday-Thursday Cleaning Security/Deposit	\$200	_____
D. Monday-Thursday use of Facility(noon-midnight)	\$300	_____
Week Day Holiday	\$400	_____

Amount Due _____ Due Date _____
PERSONAL CHECKS, CASH, MONEY ORDERS or CASHAPP ACCEPTED

RENTER: _____ RENTER PHONE: _____

RENTER ADDRESS: _____

DATE OF RENTAL: _____ PRE-WALK THROUGH TIME: _____

SIGNATURE OF RENTER: _____

1. THE CLEANING DEPOSIT WILL BE RETURNED UPON SATISFACTORY COMPLETION OF POST RENTAL CLEANING CHECKLIST. ANY DAMAGES TO THE FACILITY WILL VOID THE DEPOSIT RETURN. ADDITIONAL CHARGES MAY APPLY FOR DAMAGES. ALL TRASH MUST BE REMOVED BY THE RENTER. X_____
2. ONCE THE DEPOSIT HAS BEEN MADE FOR THE DATE REQUESTED, TO CHANGE THAT DATE TO ANOTHER THAT IS AVAILABLE, THERE WILL BE A CHARGE OF \$50 ADDED TO THE RENTAL FEE. X_____
3. CANCELLATION OF THE RENTAL LESS THAN 60 DAYS PRIOR TO YOUR EVENT WILL FORFEIT (100%) THE SECURITY DEPOSIT. X_____
4. IF A FALSE ALARM IS ACTIVATED DURING THE RENTAL PERIOD, THE RENTER ACCEPTS RESPONSIBILITY FOR ANY CITY LEVIED FALSE ALARM FEE. X_____

5. THE LODGE CANNOT BE USED FOR EVENTS OPEN TO THE GENERAL PUBLIC WHERE TICKETS HAVE BEEN, OR WILL BE, SOLD OR ADMISSION WILL BE COLLECTED FROM ATTENDEES AT THE DOOR. X_____
6. ALL NON-PROFIT ORGANIZATIONS WILL PROVIDE A COPY OF THEIR 501(C)3 IRS LETTER OF EXEMPTION AT THE TIME CONTRACT SIGNING. X_____
7. ANY TYPE OF ALCOHOL CONSUMPTION DURING THE RENTAL TIME PERIOD REQUIRES SECURITY BY LAW ENFORCEMENT WITH JURISDICTION IN UNION COUNTY. SECURITY OFFICERS MUST BE PRESENT ANYTIME GUESTS ARE PRESENT WITHIN THE FACILITY. A SECURITY LETTER DETAILING SECURITY COVERAGE AND THE LAW ENFORCEMENT DEPARTMENT BEING USED IS REQUIRED AT THE TIME OF THE CONTRACT SIGNING. X_____
8. IF ALCOHOL IS BEING SOLD, A LIQUOR PERMIT MUST BE OBTAINED FROM THE SC DEPARTMENT OF REVENUE AND SECURITY AND THE PERMIT MUST BE PRESENTED AT THE TIME OF THE CONTRACT SIGNING. (ALSO SEE #7). X_____
9. USE OF ANY TYPE OF COOKING DEVICE/GRILL CANNOT BE USED UNDER ANY PART OF THE VETERANS LODGE, INSIDE OR OUT. COOKING DEVICES/GRILLS MUST BE UTILIZED IN THE AREA AT THE DRIVEWAY ENTRANCE. X_____
10. THIS IS A NON-SMOKING FACILITY; INSIDE & OUT. SMOKING IS ONLY ALLOWED PAST THE COLUMNS AT THE BOTTOM OF THE DRIVEWAY. ANY SMOKING ON THE PROPERTY VOIDS 100% OF THE DEPOSIT RETURN. X_____
11. I CERTIFY AND ATTEST THAT I HAVE BEEN DULY AUTHORIZED BY
 (ORGANIZATION/PERSON) _____,
 (POSITION) _____,
 (ADDRESS) _____,
 (PHONE) _____ TO ENTER THIS CONTRACT FOR RENTAL OF
 VETERANS PARK LODGE.
12. I ACCEPT FINANCIAL RESPONSIBILITY AND THE TERMS OF THIS RENTAL CONTRACT. I UNDERSTAND THAT MY FAILURE OR THE FAILURE OF THE ORGANIZATION TO ABIDE BY THE ABOVE CONDITIONS MAY RESULT IN THE IMMEDIATE TERMINATION OF THE RENTAL AGREEMENT AND DEPARTURE FROM THE GROUNDS. FAILURE TO COMPLY WITH THESE TERMS MAY CAUSE FORFEITURE OF ALL DEPOSITS. THIS MAY ALSO PREVENT ANY FUTURE RENTALS BY THE PERSON OR THE ORGANIZATION REPRESENTED. X_____
13. THE RENTER MUST BE PHYSICALLY PRESENT DURING THE ENTIRE RENTAL PERIOD WHEN OCCUPIED BY GUESTS. X_____
14. ANY DAMAGE TO THE LODGE/FACILITY/GROUNDS MUST BE REPORTED IMMEDIATELY TO THE LODGE MANAGER. X_____

I ACCEPT FULL RESPONSIBILITY OF MY GUESTS WHILE ON THE LODGE PROPERTY.

 FOR _____

DATE: _____ TELEPHONE: _____

1. THE LODGE CANNOT BE USED FOR EVENTS OPEN TO THE GENERAL PUBLIC WHERE TICKETS HAVE BEEN, OR WILL BE, SOLD OR ADMISSION WILL BE COLLECTED FROM ATTENDEES AT THE DOOR. X_____
2. ANY TYPE OF ALCOHOL CONSUMPTION DURING THE RENTAL TIME PERIOD REQUIRES SECURITY BY LAW ENFORCEMENT WITH JURISDICTION IN UNION COUNTY. SECURITY OFFICERS MUST BE PRESENT ANYTIME GUESTS ARE PRESENT WITHIN THE FACILITY. A SECURITY LETTER DETAILING SECURITY COVERAGE AND THE LAW ENFORCEMENT DEPARTMENT BEING USED IS REQUIRED AT THE TIME OF THE CONTRACT SIGNING. X_____
3. IF ALCOHOL IS BEING SOLD, A LIQUOR PERMIT MUST BE OBTAINED FROM THE SC DEPARTMENT OF REVENUE AND SECURITY AND THE PERMIT MUST BE PRESENTED AT THE TIME OF THE CONTRACT SIGNING. (ALSO SEE #2). X_____
4. IF A FALSE ALARM IS ACTIVATED DURING THE RENTAL PERIOD, THE RENTER ACCEPTS RESPONSIBILITY FOR ANY CITY LEVIED FALSE ALARM FEE. X_____
5. A CLEANING FEE RATE OF \$25/HOUR WITH A 2 HOUR MINIMUM DEDUCTED FROM THE SECURITY DEPOSIT WILL BE CHARGED IN THE EVENT THAT THE LODGE IS NOT CLEANED PROPERLY. X_____
6. VETERANS MEMORIAL PARK LODGE IS SUBJECT TO AN INSPECTION OF THE BUILDING AT ANY TIME DURING THE RENTAL PERIOD BY ANY MEMBER OF THE VETERANS MEMORIAL PARK LODGE BOARD OF DIRECTORS, BUILDING COMMITTEE, MANAGER, AND/OR AMERICAN LEGION POST 22 EXECUTIVE COMMITTEE. X_____
7. THERE WILL BE A \$50 RE-SCHEDULEING FEE TO CHANGE THE DATE OF RENTAL. X_____

I CERTIFY & ATTEST THAT I HAVE BEEN DULY AUTHORIZED BY VETERANS MEMORIAL PARK LODGE & AMERICAN LEGION POST 22, 120 SCENIC DRIVE, UNION, SC 29379, 864-441-2358 TO ENTER INTO THIS CONTRACT FOR THE USE OF VETERANS MEMORIAL PARK LODGE.

LODGE MANAGER: Stephanie Kitchens

DATE: _____

I CERTIFY & ATTEST THAT I HAVE BEEN DULY AUTHORIZED BY _____ ADDRESS _____ PHONE _____ TO ENTER INTO THIS CONTRACT FOR THE USE OF VETERANS MEMORIAL PARK LODGE.

DESCRIBE THE PURPOSE OF THE RENTAL: _____

RENTER SIGNATURE: _____ DATE: _____

DECORATING GUIDELINES:

1. THERE WILL BE NO CONFETTI USED IN ANY FORM OR FASHION, THIS INCLUDES BALLONS THAT CONTAINS CONFETTI. X_____
2. THERE WILL BE NO TAPE USED IN THE FLOOR IN ANY FASHION, OTHER THAN BY A DJ OR PHOTOGRAPER. X_____