



**Lawrence M. Tate – VFW Post
#39
2599 Central Ave
St Petersburg, FL 33713**



MEMORANDUM OF AGREEMENT BETWEEN VFW Post #39 and Renter

(Current Date) _____

VFW Post #39 is a non-profit organization, established January 17, 1919, St Petersburg, FL and our main mission is Veterans and their Families. While also maintaining VFW Standards and complying with local and federal governing laws.

The post requires a \$50.00 deposit, this will first be utilized to reserving the event. After the event is over the deposit maybe returned if the Hall is cleaned and everything returned to its original location, if not the deposit will be utilized for cleaning and damages. Deposit due no later than 10 days prior to event.

All events need to be coordinated with the Canteen Manager and House Committee only, no other is authorized to schedule events.

All Renter's need to agree to the following standards and procedures, so this no misunderstandings.

1. Central Ave doors will be unchained for emergency exiting through-out event.
2. Doors can be used for loading and unloading, opened during event requires additional coordination with post and outlined under "Coordinating Instructions".
3. Due to sensitivity and consideration of others, The Post has zero toleration for any insulting or disrespecting of the VFW. In addition, at no time should anyone be uncomfortable with the conversation being discussed.
4. Post will not serve alcohol to underage, or an intoxicated individual. Renter will be responsible for identifying underage and controlling intoxicated individuals.
5. Post is non-smoking, to include "e-cigarettes", "cigars", and any illegal
6. Cover-charge, if required by the renter, they will provide the individual to collect the funds. With the understanding that VFW Members and Auxiliary Members cannot be charge because the Post is theirs, and they will be required to show their valid membership cards. However, if the renter wants to close the doors to the event, members will not have free entrance they will pay.
7. Post is not responsible for any renter's property that is left in post. The renter must arrange with Post Rep for storage and pick-up.
8. The Post is "cash" only, and ATM Machine is provided.
9. If a situation requires directing a patron to leave the Canteen, inform the patron respectfully but firmly.

Name of Event/Group _____

Date of Event _____ Timeframe _____

How many expected? _____

Coordinate instructions and/or Special Request

_____ Renter's Signature

_____ Renter (Print Name)

_____ Canteen Manager Signature

_____ Canteen Manager (Print Name)

_____ Alternate Event Coordinator Signature

_____ Alternate Event Coordinator's Name (Print Name)