

Knights of Columbus
Hall Rental Rules

18. The hall rental shall include light, heat, cooling, and janitorial service incidental to ordinary building usage.
19. The hall rental shall include use of the ice machine, stove, and refrigerator. Use of non-Renter supplies is not permitted (i.e. the supplies stored in the room containing the ice machine or storage room located next to Men's restroom).
20. **ALCOHOL** - The serving or consumption of alcohol inside the hall is allowed under Section 5.28.035 of the Shawnee Municipal Code. Serving or consuming alcohol outside of the hall is prohibited. Those using the hall must comply with City, County, and State laws and ordinances. A rental that includes consumption of beer or alcohol is required to provide one (1) security officer from the City of Shawnee Police Department (913-742-6878). Based on the type of event, the SHA may require additional officers. The cost of the security officer(s) is at the Renter's expense. Alcohol **may not** be taken outside of hall.
21. The use of keg beer is not allowed. Beer in cans (no bottles), wine, and alcohol must be supplied by the Renter. The SHA does not provide bartending services.
22. The maximum capacity of the hall is 250 people and the Renter agrees not to exceed this limit. Violation of this rule shall result in immediate termination of the event and forfeiture of all rental fees and deposits.
23. Renter must identify type of function (i.e. wedding reception, private party, social organizations, meetings, etc.) will be held during hall rental. Rental of the hall by an individual or company for a company activity or function or for a profit making activity must be approved in advance by the SHA.. If proceeds from an activity are being raised for a charity, the charity must be identified in advance on the hall rental agreement and approved by the SHA.
24. Smoking is not permitted anywhere inside the hall and only in designated smoking area immediately outside of south door. Non-compliance can result in forfeiture of damage/security deposit.
25. Gambling is prohibited with the exception of bingo that is in compliance with all City and State regulations.
26. All persons using the hall shall be properly clothed, including shirts and shoes.
27. No animals are permitted inside the hall (except for Seeing Eye dogs), except as part of a program authorized in advance by a representative of the SHA.
28. Renter shall vacate the hall at the time designated by the rental agreement. Failure to comply may result in extra charges.
29. **Termination of Event** - Any person violating the established rules and regulations or constituting a nuisance may be requested to leave the hall and grounds. Misuse of the hall, inappropriate behavior or, violation of the rules specified in this document during the event shall result in immediate termination of the event and forfeiture of all rental fees and deposits. Misuse of the hall or violation of the rules shall be determined by the SHA representative at the event and is not subject to discussion.

IT IS UNDERSTOOD THAT THE SHA, KNIGHTS OF COLUMBUS COUNCIL 2332, ITS OFFICIALS, OFFICERS, AND/OR EMPLOYEES ARE NOT RESPONSIBLE FOR ACCIDENTS, INJURIES, ILLNESS, ACTS OF GOD, OR OTHER NATURAL DISASTERS, OR LOSS OF GROUP OR INDIVIDUAL PROPERTY RELATING TO THE USE OF THE SHAWNEE HOME ASSOCIATION HALL.

I HEREBY RELEASE THE SHAWNEE HOME ASSOCIATION OR KNIGHTS OF COLUMBUS COUNCIL 2332 OF ANY CLAIM THAT MAY ARISE OUT OF THE RENTAL OF THE HALL.

I HAVE READ AND AGREE TO THE RULES AND REGULATIONS AS OUTLINED IN THIS DOCUMENT.

Signature of Renter

Printed Name of Renter

Date

Signature of SHA Representative

Printed Name of SHA Representative

Date

Renter Initials _____

Date _____