

INDIA SOCIETY OF WORCESTER

Application for Use of Facility and Equipment

Name of Applicant _____
(Applicant must not rent the facility for use of others to provide his/her membership status advantage for rental fees)

Address _____

City, State _____ Zip _____

Home Phone # _____ Work Phone # _____

Cell Phone # _____ Email Address _____

Date of Rental _____ **Hours:** from _____ to _____

Type of Event/Description of Use _____

Number of People Expected _____ Will Liquor be Served : Yes _____ No _____

How did you hear about us? _____

Have you rented the India Center before? Yes/No _____ Date(s) _____

Have you attended a party at the India Center before? Yes/No _____ Date(s) _____

List name of renter/organizer of the party you attended _____

Facilities Requested: Main Hall Side Building House

ISW Life Member: Yes /No

ISW Member: Yes/ No

Nonprofit Organization: Yes/ No

RENTAL FEES

Friday night thru Sunday - period of 7 hours Rent: Life member - \$375 Member \$425 Non Member \$550

Saturday and Sunday Up to 12 hours Rent: Life member - \$500 Member \$600 Non Member \$700

Weekdays - \$200 for up to 4 hrs. **Additional hours \$50 per hour**
(Nonprofit Organization rental fee will be based on the committee decision)

Security Deposit \$300.00 (mandatory)

Wireless Microphone - AVAILABLE TO RENT FOR EXTRA \$20

The undersigned requests the use of the above facilities at the date and time shown above and agrees to abide by the RULES AND REGULATIONS, a signed copy of which was received with the application.

Signature _____ Name _____ Date _____

Please make check payable to: **INDIA SOCIETY OF WORCESTER** and mail with application to:
Neena Mohanka 8 Deer Run Dr. Shrewsbury, MA 01545

INDIA SOCIETY OF WORCESTER

Application for Use of Facility and Equipment

For Official Use Only

Time In _____ Time Out _____ Total Hours _____

Total Rental Charge \$ _____ Security Deposit \$ _____

Amount Paid \$ _____ Balance Due \$ _____ Additional Charges \$ _____

Signature (Approved) _____ Date _____

Signature (Disapproved) _____ Date _____

**INDIA SOCIETY OF WORCESTER
P.O. BOX 945, WORCESTER, MA 01613**

INDEMNITY AGREEMENT

For valuable consideration received, we _____

with address at _____

agree to indemnify and hold India Society of Worcester, P.O. Box 945, Worcester, MA. 01603, hereinafter referred to as ISW, harmless from any and all claims, demands, liability, damages, loss or injuries, including reasonable costs, expenses, and attorney fees and from all actions and proceedings to which the ISW may be subjected, arising out of the use of any or all of the ISW Buildings or Equipment by us, our guests, invitees, servants, employees, and independent contractors engaged by us for any event sponsored or undertaken by us in or on such premises.

Signature _____

Name _____

Address _____

**INDIA SOCIETY OF WORCESTER
P.O. BOX 945, WORCESTER, MA 01613**

RENTAL RULES AND REGULATIONS (page 1 of 3)

1. One half of the rental fee is due within five (5) days of receipt of the confirmation by the ISW. The hall will not be reserved until the bank check/money order has been received by the ISW.
2. Balance of the rental fee, security deposit, payment of police officers (if any) is due one week prior to the rental date.
3. The renter agrees to maintain a proper and orderly function and to pay for off duty Police Officers if so requested by the ISW.
4. The renter agrees to vacate the premises at the hour specified in the agreement. Additional rent of \$100 per half hour will be charged and deducted from the security deposit. After 1:00 AM ISW reserves the right to take law enforcement action to vacate the premises at renter's expense. Any balance due will be billed to the renter and payable upon receipt. Any expenses paid by ISW to collect the amounts due will be reimbursed by the renter.
5. Renter must leave the kitchen and facility clean and must put all garbage in the dumpster in the rear of the building. The facility must be vacuumed and the chairs and tables returned to their original position before the designated time the renter is required to vacate.
6. Dispensing of alcoholic beverages must be in compliance with local and state ordinances and regulations and comply with all ISW rules and regulations. All rentals in which alcoholic beverages are served WILL be charged for Police Detail per the Rental Fee Schedule.
7. Cooking in the kitchen is PROHIBITED. Use of the STOVE for any purpose is PROHIBITED. Use of the OVEN is for WARMING ONLY.
8. The fire alarm system is connected to the Shrewsbury Fire Department. If, for any reason, the fire alarm goes off during the rental period, and the fire department comes to the Center, the renter will be responsible for all charges of the Fire Department.
9. The use of any equipment (like fog machines) is PROHIBITED. Open Fires (like Havans) are PROHIBITED. Please note that the fire alarm system is very sensitive and the lighting of items such as Incense (agarbattis), oil lamps (diyas), etc. may cause the alarm to go off.
10. The renter agrees to use the facilities only for the stated purpose and the stated hours mentioned in the application.

P.O. BOX 945, WORCESTER, MA 01613

RENTAL RULES AND REGULATIONS (page 2 of 3)

11. The Main Hall holds 117 people with round tables or 195 people without tables (per order of the Fire Department).
12. Breakage or loss of kitchen or other equipment will be charged at double the replacement cost. All such breakage must be reported to the ISW. The amount will be deducted from the security deposit. Any balance due will be billed to the renter and payable upon receipt. Any expenses paid by ISW to collect the amounts due will be reimbursed by the renter.
13. Decorations may be put up only with the prior approval of the ISW. Under no circumstances will the renter use nails, screws, staples etc. for setting up the decorations. The decorations will be removed immediately after use and disposed of by the renter.
14. **GAMBLING IS PROHIBITED.**
15. The ISW does not assume any responsibility for loss, damage or injury to any personal property or persons using the facilities or parking facilities.
16. With the signing of the attached applications, the renter acknowledges the receipt of a copy of these RULES AND REGULATIONS and agrees to comply.
17. The ISW has the right to accept or reject any or all applications and may cancel any application by giving (7) days notice without being held responsible for any loss, damage or inconvenience.
18. Under no circumstances are EXITS to be obstructed in any way. This is the law.
19. Side building and house rental is \$55.00 for up to five hours and maximum of \$110.00/day
20. Long term rental fees will be decided by the committee for any organization including nonprofit organizations.
21. All fees and deposits will be paid by **Bank Checks or Money Orders** only. No personal checks or credit cards will be accepted.
22. Cancellation Policy:
 - Full refund will be granted if the renter cancels the event 30 days in advance.
 - Events cancelled 16-28 days in advance, 50% of the rental fee will be charged.
 - Cancellation within 15 days of the event will be charged 100% of the rental fee.

**INDIA SOCIETY OF WORCESTER
P.O. BOX 945, WORCESTER, MA 01613**

RENTAL RULES AND REGULATIONS (page 3 of 3)

23. The ISW reserves the right to refuse to rent the premises for any reason, including but not limited to the unavailability of volunteers to open and close the premises on that day.
24. If the renter fails and/or refuses to abide by any of the rules and regulations contained herein, including but not limited to vacating the premises no later than the hour specified in the agreement, ISW reserves the right, at its sole discretion, not to rent the premises again to the renter or to any other person who attended the party/function organized by the renter.
25. *Governing Law: Consent to Jurisdiction* This Agreement shall be governed by and construed in accordance with the laws of the State of Massachusetts. All claims, disputes, and other matters in question arising out of or relating to this contract or the breach thereof, shall be decided by arbitration under the auspices of and in accordance with the rules of the American Arbitration Association, and such proceedings will be held in Massachusetts..
26. *Limitation of Liability:* In no event shall ISW hereto be liable to the Renter for any incidental or consequential damages sustained by the Renter from whatever cause.

I have read the ISW Rental Rules and Regulations and agree by each of them.

Signature of Renter/Applicant

Date