

Depreciation Lands Museum

Box 174, Allison Park, PA 15101
412 486-0563, e-mail: DLMuseum@gmail.com
www.DLMuseum.org



Facilities Rental Agreement

The Tavern building, situated on the grounds of the Depreciation Lands Museum, at 4743 S Pioneer Rd, Allison Park, PA 15101, is available for rental to approved groups and individuals who desire an historic style venue with modern conveniences. **Rental is priced by the hour, with a 4 hour minimum**

The Renter has the responsibility to arrange the room as desired, and to clean up after. Professional cleaning service is available on request for an extra fee, freeing the renter from the clean-up duties of mopping the floor, wiping off tables and counters, cleaning the bath, and placing the bagged trash in the trash shed. The renter is always responsible for clearing up foodstuffs, placing all trash in the cans, removing decorations, and generally restoring the room and grounds to tidiness.

All trash must be bagged and deposited in the black trash cans located in the trash shed in the lower parking lot.

Parking is available in the Museum lot. Parking is generally also available in the rear lot for the Citizen's bank after 6pm, and all day Sunday.

Please e-mail or call the Museum at least 2 weeks in advance to schedule your rental time. After scheduling, you MUST finalize your reservation by sending in your RENTAL AGREEMENT FORM, RENTAL PAYMENT and CLEANING DEPOSIT.

Rental of the Tavern includes the use of the Main room, tables, benches and chairs, and the handicap accessible restroom. This building can accommodate approximately 40-50 persons. Use of the kitchen area is included, with use of the sinks and appliances. It does not include the use of any cookware, dishware, utensils or food items. Use of the fireplace will require an additional fee to cover firewood (\$15) and a tip for the Museum personnel present at the event (\$50). Please note that all decorations must be free standing. Nothing may be affixed to windows or walls.

For all rentals, the required security deposit will be returned in full when the building and grounds are left clean and tidy, with no Museum items used or disturbed in any way.

Name of Individual or Group _____ Are you a current DLMA member? _____

Address _____ City _____ State _____ Zipcode _____

Contact Person Name _____ Contact Person e-mail _____

Contact Person phone numbers (a) _____ (b) _____

Date/ time reserved: Date _____ Beginning time _____ Ending time _____

Type of Event? _____ Approximate number of participants _____

Number hours (min 4 hrs) desired Tavern & Kitchen: _____ @ \$50 (\$40 for DLMA members) per hour = \$ _____

Tavern Fireplace use: \$65 _____ Professional Cleaning Service: \$55 _____

Total Rental Fee Enclosed: \$ _____

Security Deposit **as a separate check:** \$ 200.00

(90% of fees and deposit are refundable with at least 2 weeks notice of cancelation)

Please make Checks Payable to : **Depreciation Lands Museum**

I agree on behalf of myself and my organization to leave the building and grounds clean and tidy, and that no Museum items, Displays, artifacts or activity items will be used, moved or disturbed in any way. I understand that the museum will not assume responsibility for accidents or injury for any reason, and agree, on behalf of myself and my organization, to release and discharge the Depreciation Lands Museum and its staff and volunteers from any claims, demands or liability. I understand that the building and grounds are under video surveillance for security.

(signed) _____ Date _____

Please Mail this form and your payment to: **The Depreciation Lands Museum, Rentals
Box 174, Allison Park, PA 15101**

(1/16/20)