



New Jersey State Policeman's Benevolent Association, Inc.

Hamilton Police P.B.A.
1270 Whitehorse Avenue
Hamilton, NJ 08619

PBA Hall
77 Route 156
Hamilton, NJ 08620

Office (609) 568-0422
HQ (609) 581-4000



This rental agreement is entered into between PBA Local 66 & below listed renter, for use of the PBA hall.

Rental: \$500.00 **Security Deposit: \$250.00**

Reservations & Payment: A reservation will not be placed onto the calendar until receipt of the security deposit. Renter shall pay any and all money due for the rental 30 days prior to the event. Failure to pay the required funds can result in the termination of the reservation date. Upon payment in full the renter will be provided with a personal pin code to access a lockbox located outside the PBA hall. Inside the lockbox is a key fob that will grant them access to the PBA hall for the time of their event. After the event, renter is to return the key into the lockbox and insure it is locked properly. Failure to return the key will result in the cost (\$25.00) of a replacement key being deducted from the renter's security deposit. Renter may cancel their reservation until 30 days prior to their event. Cancellations within 30 days of the reservation are subject to forfeiture of the security deposit.

Time: The event time is limited to 6 hours. Renter has access to the hall between the hours of 8am and 10pm on day of rental to allow for early set-up and post-event clean-up. **Occupancy of the hall ends at 10pm;** this is to include clean-up. Renter is not to enter or set-up prior to their event time without the consent of PBA Local 66. If renter wishes access to the hall prior to their event, they must get approval through e-mail via hallrentals@hamiltonpba66.org. Renter should print or have accessible the confirmation e-mail when visiting the hall outside of their event reservation.

Occupants: No more than **sixty (60) persons** shall occupy the PBA hall.

Pets: Pets are not permitted on the premises without the prior consent of PBA Local 66.

Set-up & Cleaning: The placement of tables and chairs is the responsibility of the renter. After the event, the hall is to be swept clean and spills are to be mopped up. All trash is to be removed from the trash bins (including both bathrooms) and placed into the dumpster located in the parking lot. Failure to comply with these cleaning instructions will result in the loss of your security deposit. Should the hall be in disarray upon your entrance on the reservation date, it is your responsibility to contact the rental phone line at (609)568-0422.

Decorations: **No decorations are to be placed, taped, stuck or tied to the ceiling.** If wall decorations are desired, **ONLY use 3M blue painter's tape** to hang decorations. Decorations must be removed and placed into the dumpster after your event. Any damage caused by the renter's decorations will be deducted from the security deposit. Any repairs that exceed the security deposit amount are solely the responsibility of the renter.

Kitchen: Renters are free to use the kitchen to cook for their event. However, if you use it, it must be cleaned. The oven's pilot light may need to be lit prior to use. Instructions for lighting the pilot are behind the bottom panel of the oven.

New Jersey State Policeman's Benevolent Association, Inc.

Damage: If you find anything damaged on your arrival or in non-working order, call the rental phone line at 609-568-0422 and leave a message describing the damage. If anything is in need of repair after your event, please leave a message describing the damage on the same rental line. Any damage to the hall that is a result of the renter's event will be deducted from the security deposit. Renter is responsible for their guests' actions and negligence and accepts responsibility for any damage caused by their guests. Any repair expenses that exceed the security deposit are the responsibility of the renter.

Conduct: The renter is responsible for maintaining a peaceful and family oriented atmosphere. Disorderly conduct and rowdy behavior will not be tolerated. Renter acknowledges that Hamilton Police may respond to the hall and shut down the event in accordance with this agreement, as representatives of PBA 66 and local laws, as police officers. No person(s) under 21 years of age shall possess, serve or consume alcoholic beverages on PBA property. Alcohol is only to be consumed inside the PBA Hall and is not permitted outside of the building. Renter agrees to take full responsibility to ensure that no intoxicated person(s) are permitted or allowed to operate a motor vehicle upon leaving the event. Renter shall comply with all statutes, ordinances and requirements of all municipal, state and federal authorities now in force, or which may be hereafter be in force, pertaining to the use of the premises.

Emergencies: The PBA Hall provides a phone, which is located in the kitchen, for emergency purposes. Should an emergency arise, you can use this phone to call 911. If there are any non-emergency issues that require police, fire or medical personnel, please dial (609)581-4000. This phone may also be used to contact the rental phone line at (609)568-0422. Long distance phone calls are not permitted.

Indemnification/Hold Harmless: PBA Local 66 shall not be liable and renter hereby waives all claims against PBA Local 66 for any damage to any property or any injury to any person in or about the premises or PBA hall by or from any cause whatsoever, except to the extent caused by or arising from the gross negligence or willful misconduct of PBA Local 66 or its agents, employees or contractors. Renter shall protect, indemnify and hold the PBA Local 66 entities harmless from and against any and all loss, claims, liability or costs (including court costs and attorney's fees) incurred by reason of (a) any damage to any property or any injury to any person occurring in, on or about the premises or PBA hall to the extent that such injury or damage shall be caused by or arise from any actual or alleged act, New Jersey State Policeman's Benevolent Association, Inc. neglect, fault, or omission by or of renter, its agents, servants, employees, invitees, or visitors to meet any standards imposed by any duty with respect to the injury or damage; (b) the conduct or management of any work or thing whatsoever done by the renter in or about the premises or from transactions of the renter concerning the premises; (c) renter's failure to comply with any and all governmental laws, ordinances and regulations applicable to the condition or use of the premises or its occupancy; or (d) any breach or default on the part of renter in the performance of any covenant or agreement on the part of the renter to be performed pursuant to this lease. The provisions of this article shall survive the termination of this lease with respect to any claims or liability accruing prior to such termination.

Attorney's Fees: The prevailing party in an action brought for the recovery of rent or other moneys due or to become due under this Agreement or by reason of a breach of any covenant herein contained or for the recovery of the possession of said premises, or to compel to performance of anything agreed to be done herein, or to recover for damages to said property, or to conjoin any act contrary to the provision hereof, shall be awarded all of the costs in connection therewith, including, but not by way of limitation, reasonable attorney's fees.

New Jersey State Policeman's Benevolent Association, Inc.

Additional Terms and Conditions:

- Smoking is prohibited anywhere in the building at all times.
- The hall shall not be rented to the public for an event in which alcoholic beverages are to be sold to the guests, except through an insured professional caterer with an appropriate license or permit, proof of which shall be presented in conjunction with the written rental agreement.
- Assignment and Subletting: Renter shall not assign this agreement or sublet any portion of the premises without prior written consent of the PBA Local 66.

Renter Information:

Name: _____ Date of Birth: _____

Address: _____

Phone #: _____ Email: _____

Reservation Date: _____ Hours of event; From: _____ Until: _____

Type of event: _____ Expected number of guests _____

Electronic Signature

Electronic Signature:*

Please type your First and Last Name

Date

☐ I understand that checking this box constitutes a legal signature confirming that I acknowledge and warrant the truthfulness of the information provided in this document.

Approved by PBA Member _____

Hall Rental Rules

- **NO SMOKING** Smoker's station is located outside of the front door.
- No subletting.
- Upstairs is for PBA 66 Members only.
- Do not remove PBA property from the hall.
- Leaving the hall a mess will result in the forfeiture of your security deposit.
- Cleaning supplies are located in the closet underneath of the stairs.
- If used, the kitchen and appliances need to be cleaned
- Sweep up hall after event, mop if needed.
- Empty all trashcans including bathrooms and put trash bags in the dumpster after event.

When addressing disorderly individuals or events at the PBA Hall; Hamilton Police Officers are acting under dual authority as local law enforcement and owners of the Local 66 PBA Union Hall. If the situation warrants, Individuals may be removed from the PBA Hall or events terminated immediately.

Reporting Maintenance Issues or Damage

Minor Issues: Phone: (609) 586-0422 or e-mail: hallrentals@hamiltonpba66.org

Major issues: If a problem requires a PBA member to respond immediately, call Hamilton Police at (609) 581-4000 ONLY IF you are unable to reach a PBA member through the rental phone line.