

PIQUA FISH & GAME

Banquet Hall Rental Rules and Fees

We have a wonderful banquet hall for your next event. The hall has everything you need including a large well lit, open floor plan that allows for many different set up arrangements. The hall has its own bar area complete with an upright two door cooler for beverages and refrigerated items, a back-room storage and access area, private access to men's and women's bathroom facilities, a private entryway for your guests to enter and leave, ample parking and plenty of tables and chairs to fit your needs. We can also provide bartending staff, clean-up services and ice if you would like us to.

Rental of our Facilities is limited to Piqua Fish and Game Members in Good Standing. If you would like to rent our Hall, please stop by our Clubhouse during normal Clubhouse Hours to fill out and turn in your rental form. All fees are due at the time of reservations.

You will need the following information.

Name: _____ Membership #: _____

Address: _____

Phone #: _____

Email Address: _____

What is the Date of the Event You Are Reserving Our Facility For: _____

Event Start Time: _____ Event End Time? _____

What Type of Event Are You Hosting? _____

FEES

There is a \$100.00 charge for the rental date, due the day the reservation is made.

\$60.00 charge for hall clean up by PFG, due the day the reservation is made.

\$10.00 per hour charge + tips, for a bartender that requires a 4-hour (\$40) minimum, due the day the reservation is made. Additional hours of service are paid at the same rate. This fee includes, 1 hour set up & 1 hour tear down.

\$ _____ \$100.00 Rental Fee (per date)

\$ _____ Cleaning Fee (\$60.00 optional, cleanup is required)

\$ _____ Bartending (\$10/per hour X # of hours; Min 4 hrs; 1 hour Set Up & 1 Hr. Cleanup Included)

\$ _____ Total Amount Due at Time of Reservation

RULES

- The PFG Member on the Rental Agreement must be on the premises for the duration of the rental agreement. This person may not leave the premises during the event.
- The current capacity of our Rental Hall Occupancy is: (70). Your number of guests must remain under this number.
- All events in the Rental Hall must conclude by Midnight. Shelters end at 11pm.
- All drinks must be bought from The Piqua Fish and Game (Sodas, water & all alcoholic beverages).
- Food may be catered in. The kitchen is off limits due to Health Department Regulations.
- You must bring your own ice, or you can purchase it from The Piqua Fish and Game.
- The Piqua Fish and Game Member listed on the Rental Agreement is responsible and liable for any damages to the premises, building, restrooms or its contents caused by the occupants during the rental agreement, regardless of whether they are members or guests.
- Guests should access the Hall through the North entrance, not the Main Clubhouse Entrance.
- Guests' children are not allowed in the bar area. All children should remain in the Rental Hall Area. No children are allowed in the Clubhouse after 10pm.
- NO ALCOHOL OF ANY TYPE MAY BE CARRIED INTO THE CLUBHOUSE OR THE RENTAL HALL. NOT FOR USE OR FOR GIFTS.
- Hall set-up and decorating times must be scheduled with our Clubhouse Manager or designee. It is the renter's responsibility to clean up and put away all decorations, trash, tables, chairs, etc. Failure to do so may result in additional charges unless PFG is paid for cleanup. Clean up consists of wiping down all tables, tearing down tables, chairs & putting them back in the racks in storage. Gathering all trash and taking it out to the dumpster as well. Sweeping and mopping the entire floor is required.
- All rentals or activities in the Clubhouse must be scheduled with the Clubhouse Manager or designee. This includes solicitations, signs, donations, fundraisers, etc.
- Piqua Fish and Game By-Laws and Clubhouse Rules also cover our Rental Hall. Violation of any of these rules may result in members and or guests being asked to leave and or held responsible for their actions.
- Piqua Fish & Game is a family-oriented club. Rude behavior, excessive intoxication, the continued use of foul language or gestures, fighting, loud arguments, damaging or destruction of Piqua Fish & Game or our vendors or member's property or conduct unbecoming of a member will not be tolerated. Offending members and their guests will be asked to leave the Clubhouse and their actions may result in further action being taken by the Executive Board.
- Bar staff, The Bar Manager, or any Executive Board member may ask any member or Guest to leave the Club premises for violating any of these rules or Club By-Laws. Members who are

asked to leave may be temporarily suspended pending review by the Executive Board.

- PFG may suspend, postpone or cancel rentals as circumstances dictate. If forced to cancel PFG will provide a minimum of 2 weeks' notice and refund deposits and or fees or will reschedule your event. Renters are required to give a minimum of 2 weeks' notice for cancellations. Bartending fees are non-returnable. Cancellations without 2 weeks' notice will not be refunded.