

RECEPTION HALL

29 W. Rocky St. White, GA 30184

RENTAL FEE SCHEDULE

CITY OF WHITE

The reception hall is available for your event, i.e. (Wedding/Baby showers, Birthday parties, Reunions, Receptions, etc.):

****Deposit is due within 3 days of reservation request and rental fees are due the Wednesday prior to the event****

INCLUDED WITH THE RENTAL OF RECEPTION HALL:

Full Kitchen, Bathroom facilities, Tables (6) 6-FT tables and (9) round tables and Chairs. (Seating for 40.)

****Bring your own ice, throw away your trash (Trash can in the kitchen - big trash cans are outside the back door by the table storage room)**

RULES:

1. Facility must be swept, mopped, and undamaged before deposit is refunded.
2. Trash bags will be provided and must be used in all inside trash containers. All bags of trash should be placed in large trash containers in the rear of the City Hall building Only.
3. Children must be kept under control and always supervised, no running and playing inside the building (a children's park is located on property for this).
4. NO ALCOHOLIC BEVERAGES or Illegal Substances.
5. Building is to be closed by 10:00 p.m.
6. No loud music that disturbs the peace of the community.
7. Rental to a responsible adult over the age of 21.
8. Restricted only to the area of building being rented.
9. The City of White reserves the right to deny rental of property.
10. Building will be open 30 minutes prior to the designated time to allow for set up.
11. Deposit is non-refundable if the event is cancelled within 48 hours of scheduled event.
12. Violation of ANY rental agreement rules will result in a deposit forfeiture.
13. No decorations are to be placed on the walls or ceiling. Only on the wood around the Reception Hall.

*****No rentals on any city holiday*****

AGREEMENT:

I _____ agree to the above terms.
(Print name)

On _____ From _____ to _____.
(Date) (Time) (Time)

(Signature)

(Phone number)

Reception Hall Rental Rules

\$150.00 Deposit that is refundable.

\$50.00 per hour

Curfew is 10:00 p.m.

Deposit is due within three days of making a reservation.

Rental fees must be paid the Wednesday before your event.

You will get your deposit back if the building is as clean as you found it,
no damages are found, and the trash is taken out back

The building will be unlocked 30 minutes before your event

You have until 30 minutes after your event to clean up

Payments must be made in CASH ONLY!