

Harmony Lodge #429 Social Hall

Usage Guidelines

Hall Size: The hall size is 24' x 52' (1300 sq ft) and the kitchen size is 11' x 12' (132 sq ft). The maximum capacity is 80 people. There are (10) 60" diameter tables, (4) 30"x 96" tables and 80 chairs provided.

Hereinafter: Renter is referred to as Lessee. Masonic Building Association of Zelienople Pennsylvania is referred to as the Lessor.

1. RULES: The Lessee is responsible to see that all the conditions of the contract and the rules and regulations are met.
2. INSURANCE: N/A
3. ROOM ACCESS: Only designated rooms stated in your contract agreement may be used. Any furniture moved must be replaced as it was prior to the rental. The storage room is not to be used for anything other than storage of the Lessor's property unless prior arrangements have been made with the rental committee.
4. KITCHEN: Limited use of the kitchen means the lessee is required to provide all of their own utensils, plates, cups and trash bags. Cleaning equipment, brooms, mops and buckets which are located in the storage room may be used.
5. TABLES/CHAIRS: Please supervise people moving or stacking the tables and chairs as they are heavy. All tape must be removed from the tables, chairs and walls if used.
6. FLOORS: Sweep all floors with the broom or dust mop. Damp mop where necessary, wipe counter, stove, sinks and refrigerator. All tables should be wiped down and dried after use. All food must be removed from the premises at the conclusion of the rental. DO NOT leave anything in the designated rental refrigerator.
7. TRASH: Trash must be bagged, tied and placed in the outside garbage container.
8. HALL CLOSURE: Turn off air conditioners if used, set thermostats to 60 degrees, flush toilets and turn off all lights before leaving. Make certain that both the front and back doors are secured and locked.
9. Absolutely none of the Lessor's property is to be removed from the premises.
10. NO indoor smoking, open flames (with the exception of celebratory cakes) are permitted. NO alcohol use is permitted within or upon the facilities.

