



**Town of Sharon, New Hampshire**

432 NH Route 123 • Sharon, NH 03458  
603-924-9250 • FAX 603-924-3103 www.sharonnh.org

# Rental Agreement Sharon Meeting House

**Applicant for rental**

Contact Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Address \_\_\_\_\_

Town/State/ZIP: \_\_\_\_\_

Telephone: \_\_\_\_\_

**Purpose of rental/Type of function:**

\_\_\_\_\_  
\_\_\_\_\_

**Will alcoholic beverages be served?** \_\_\_\_\_

**Dates requested**

**Time (start to finish)**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

I certify that I have read and understand the attached **Sharon Meeting House Rental Agreement Terms and Conditions**. I certify that I will abide by the provisions of the agreement and the penalties for non-compliance.

\_\_\_\_\_ For \_\_\_\_\_  
Name Organization

Date: \_\_\_\_\_

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Accepted by the Town of Sharon: \_\_\_\_\_  
Name Date

# Terms and Conditions

1. The Meeting House shall be left in the same condition it was in prior to rental. The lessee shall be liable for all damages. The lessee agrees to reimburse the Town of Sharon for all damages in excess of the amount of the deposit.
2. The lessee must insure that all windows and doors are closed and locked before leaving the building.
3. Before leaving the building, the lessee must turn off all lights, the hot water switch must be turned off, and the thermostats must be returned to their original settings. Failure to do so will result in an energy charge of \$20.
4. Smoking is prohibited in the building. Smoking is permitted outside the building, but all smoking debris (cigarette butts, matches, etc.) must be picked up and disposed of in a safe manner. It shall be incumbent upon the lessee to enforce this provision.
5. Sponsoring organizations shall be responsible for cleaning and picking up after an event. The sponsoring organization is also responsible for taking away and properly disposing of any accumulated trash.
6. Fires or outdoor cooking are not permitted.
7. No fireworks or firearms of any kind are permitted.
8. No music or amplified sound of any kind is permitted outside the building.
9. No nails, tacks, staples or tape of any kind may be affixed to any wall or ceiling. Masking tape (but no other kind of tape) may be used on the woodwork.
10. All vehicles must be parked on the paved areas by the Meeting House or the Red Brick Schoolhouse. Parking is not permitted on Route 123 or on any non-paved part of Town property. Parked vehicles must not block access by emergency vehicles. The parking lots at Three Maples B&B and the Sharon Arts Center are private property.
11. Alcoholic beverages may be served, but not sold. If alcohol is to be served, a certificate of insurance for \$500,000 general and \$1,000,000 umbrella liability acceptable to the Selectmen must be submitted. The lessee is responsible for enforcing all laws and regulations related to the consumption of alcohol including those applicable to minors.
12. No lessee is permitted to store materials or equipment in the Meeting House without the express written permission of the Selectmen.

## Fees

- |  |            |
|--|------------|
| 1. Sharon residents:                                 | No Charge* |
| 2. Individuals/families (e.g., birthday or reunion): | \$75*      |
| 3. Non-profit groups and organizations**:            | \$35*      |
| 4. For-profit groups and organizations**:            | \$150*     |

\* An administrative and coordination fee of \$18 will apply to all rentals.

\*\* A group or organization is considered "For-profit" if it charges a fee to attend the meeting, sells a product or service, or does not have 501(C)3 Non-profit status.

## Deposit

A \$100 deposit is required for all rentals. The deposit and rental fee payment must be received prior to rental.

## Capacity

The large meeting room will accommodate a maximum of 150 persons, seated.