

Lake Erie Beach Vol Fire Co., Inc.
Hall Rental Information

Date of Event: _____ Start Time: _____ AM/PM End Time: _____ AM/PM

Type of Event _____ Which Hall: _____

NAME OF: ___ Individual ___ Organization ___ Group, responsible for event

Address: _____

Phone: _____ Email: _____

Yes / No - Tax Exempt Organization. If so, date tax exempt certificate received _____

Organization or Group, Date Insurance Certificate Received _____

If Catered, Date Insurance Certificate Received _____

Name of Responsible Party: _____ **Phone:** _____

Yes / No - Will food be served? Caterer _____ Phone _____

If so, Arrival Time for Caterer _____

Yes / No - Will there be a florist? Name _____ Phone _____

If so, Arrival Time for Florist _____

Yes / No - Will there be music? Name _____ Phone _____

If so, Arrival Time for Music _____

Yes / No - Will there be a cake drop off? Name _____ Phone _____

If so, Arrival Time for cake _____

Yes / No - Any other rental companies? Name _____ Phone _____

If so, Arrival Time _____

Number of Guests Expected _____ (max occupancy 300 large hall, 60 small hall)

Guaranteed number of Guests _____ (large hall only for liquor packages)

Date Decorating _____ Time _____

at Head Table _____ # of Chairs _____ # Round Tables _____ # Straight Tables _____

Number of Bartenders _____ Whom _____

Bartenders start time _____

Yes / No Bar Open during dinner? If not, bar is closed from _____ to _____

Notes or any Special Requests: _____

Lake Erie Beach Hall Packages

___ **Small Hall Rental** – Fee \$100.00

___ **Special Events** – includes large hall fees, soda, and up to 2 bartenders - \$120.00 per hour

Hours _____	X Price \$120.00		= _____
# ½ Keg _____	X Price _____		= _____
Other Costs _____			= _____
	Subtotal		_____
	Sales Tax		_____
	Total		_____

Prices based on guaranteed number of people. Minimum 100 People for all Packages. Prices are based only when bar is opened. Sales Tax not included. No off premise liquor or beer permitted and no shots will be poured.

___ **Draft Beer, Wine, and Soda Package** – includes one choice draft beer, wine, and Soda

Price per person - \$6.50 includes first 2 hours, add \$.50 for each additional hour

___ **House Liquor Package** includes: hall rental fees, bartenders, Bar whiskey, Scotch, Bourbon, Rum, Vodka, Gin, Peach Schnapps, Choice of draft beer, wine, soda, and juices.

Price per person - \$8.50 includes first 2 hours, add \$1.00 for each additional hour

___ **Premium Liquor Package** includes: hall rental fees, bartenders, all house liquors, plus Seagrams 7, Dewars, Jack Daniels, Bacardi, Absolut, Beefeaters Gin, choice of draft beer, wine, soda, and juices.

Price per person - \$9.50 includes first 2 hours, add \$1.00 for each additional hour

___ **Add Bottle Beer** to above packages

Price per person - \$2.00

___ **Platinum Liquor Package** includes: hall rental fees, bartenders, Seagrams 7, Dewars, Jack Daniels, Bacardi, Absolut, Beefeaters Gin, choice of 2 bottle beer, wine, soda, and juices

Price per person - \$13.50 includes first 2 hours, add \$1.00 for each additional hour

Keg Beer Choice _____ Bottle Beer Choices _____

Notes: _____

Hours _____ X Price _____ X # People _____ = _____

Bottle Beer Option Price \$2.00 X # People _____ = _____

Other Costs _____ = _____

Subtotal _____

Payment _____ Date _____ Sales Tax _____

Payment _____ Date _____ Total _____

Payment _____ Date _____