

**2026 Rental Rates (7 hour rental)**

Friday Rental	\$2200.00	[ ]	_____
Saturday/Holiday Rental	\$3000.00	[ ]	_____
Sunday Rental	\$1400.00	[ ]	_____
Mon-Thurs Rental	\$800.00	[ ]	_____
Additional hours (ea.)	\$150.00	[ ]	_____
2 Day Event	less (\$250.00)	[ ]	_____
See Security Deposit Item 9		Total	_____

*At this time we are UNABLE TO ACCEPT CREDIT CARDS*

**VOL Historic Community Center  
Charitable Trust**  
**PO Box 585 / 3780 Edgewater Blvd**  
**Vermilion OH 44089**  
**440-967-4118    www.volohio.org**

**VOL Historic Community Center  
Rental Agreement**

For value received, the Vermilion on the Lake Historic Community Center Charitable Trust (Trust) hereby agrees to provide INDOOR and parking lot use of the VOL Historic Community Center (VOLHCC) located at 3780 Edgewater Blvd., Vermilion Ohio on the date and time shown in the box at the right to the individual(s) signed below (Renters). The east and west fenced areas are NOT included.

Time: \_\_\_\_\_ to \_\_\_\_\_  
Date: \_\_\_\_\_

Name(s) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone 1 \_\_\_\_\_ Phone 2 \_\_\_\_\_ e-mail \_\_\_\_\_

1. **Cancellation by Renter** In the event of a cancellation by the renter where the primary reserved date is rebooked for a different rental, Renter will receive half the primary Security Deposit back 12-21 days AFTER the reserved date has actually been used. Reduced price Security Deposits for additional dates are non-refundable if cancelled. Any cancellations made in writing at least 9 months before the rental date will be returned within 21 days of the notice less a \$100 cancellation fee. Other than that, any cancellation will result in the forfeiture of the full security deposit.
2. **Payment:** Full payment is due 30 days prior to the reserved date. Please remit to the PO Box 585 address in the upper right of this form by check or money order. Any Renter(s) check rejected by their bank will incur an additional \$30 fee deductible from the Security Deposit.. **Note that within three weeks of the reserved date, all payments must be in CASH.** If full payment is not received 30 days prior, a **\$50 late fee** will be assessed against the Security Deposit.
3. **Logistics:** Renter(s) is/are responsible for the setup and decorating (**NO STAPLES, ADHESIVES or NAILS**) of the hall and removal of decorations and personal belongings at the conclusion of the event. The heating and A/C controls will be managed by the Trust at all times. [Renter acknowledges that this 105-year-old building is difficult to heat and cool and that extreme outdoor temperatures could result in less-than-ideal indoor conditions.] If management instructions are not followed (e.g. open windows or doors), the heat or A/C may be disabled. **OPEN FLAMES INCLUDING CANDLES ON TABLES AND FIRE IN THE FIREPLACE ARE PROHIBITED.** Our takedown of tables and chairs is included. Your responsibility will be to get all the trash to the containers and remove your table coverings. If the building is left 'trashed', or left in a hazardous condition, [Liquid spills are considered hazardous and must be cleaned up immediately] your deposit will be charged a **minimum** of \$100.  
**Renter must obtain prior approval from VOLHCCT of any Vendor chosen by renter to serve their event.** VOLHCCT reserves the right to reject any Vendor based on qualifications submitted or on past experience of non-compliance with VOLHCCT's requirements. Approval of any vendor does not imply endorsement of same or assurance of their quality of service, but only indicates VOLHCCT's satisfaction with their ability to follow VOLHCCT's requirements as to use of the space.
4. **Access:** Renter(s) will be responsible for providing access to the facility for caterers, florist, musicians, etc. on the day of the event. Note that if an extended length of time is required, the cost for that time may be added to the rental at the per hour rate shown above and deducted from the Security Deposit. While we may, at our discretion, provide courtesy access for setup and catering, functional use is strictly limited to the contracted hours.
  - a. **Catering equipment, decorations, or any personal or externally rented items MUST BE REMOVED IMMEDIATELY AFTER THE RENTAL and within the contracted rental time window.**
  - b. **Access by the renter(s) to the fenced-in grounds is by separate agreement with additional charges and only during the "Gazebo Contract" contracted and supervised times.**
5. **Renter Liability:** Renter(s) assume(s) responsibility for the behavior of all of the guests and any damages caused or incurred by those guests whether to the building or to any individual. Cost of damages or losses to the facility will be deducted from the Security Deposit, if necessary. The renter agrees to indemnify, defend, and hold VOL Historic Community Center Charitable Trust harmless from all claims, losses, expenses, fees (including attorney fees) , costs, settlements, and judgements arising from the performance of this rental agreement. The Renter acknowledges that as signatory hereon, they accept full responsible for the actions of their vendors (DJ, Bar Tender, Caterer, etc.). *[Continued on reverse.....]*

**Note:** This contract covers INSIDE USE ONLY. Due to safety considerations, the use of the Gazebo and west grounds is only by separate agreement and only for 2 hrs. of concurrent supervised use. Ask our volunteer for details. This applies for any purposes, including taking pictures or rehearsals.

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6. **Physical Damage:** Any loss for damages or theft exceeding the amount of the Security Deposit after any other relevant deductions, will be subject to legal action if said damages are not recovered by the Trust from the Renter(s) within 7 days after the rental date.
7. **Alcohol:** If alcoholic beverages are served by the Renter(s), Renter(s) assume all risks and hold the Trust harmless from any liability. The Renter(s) acknowledges and agrees to abide by the LAWS OF THE STATE OF OHIO, including the restrictions against the serving of, or consumption of alcohol by, persons under the age of 21. The Trust suggests the use of private security guards at the Renters expense.
8. **Trust Liability:** The Trust is not responsible for any theft, losses or damages to any person(s) attending the event or their property.
9. A **Security Deposit** of **\$600** is **REQUIRED** with this application for the primary date. Additional dates will incur a **\$300** Security Deposit per date as well which will be forfeited in the event of cancellation. Upon acceptance by the Trust, and prior to Renter's reserved date, the referenced Security Deposit will secure that date(s). **Once the rental begins, that same Security Deposit will act as security against damage, excessive cleanup, and overtime charges.** If the Trust does not have the Renters full payment AND Security Deposit still in hand on the day of the rental, Renter(s) **WILL NOT** be allowed access to the building until the monies are received via cash. **NO LAST MINUTE checks** will be accepted.

I (we) \_\_\_\_\_ agree to rent the VOL Historic Community Center (Indoors only) under the terms outlined herein

for the total sum of \$ \_\_\_\_\_ payable on or before ----->

**DO NOT DEDUCT Security DEPOSIT from your scheduled payment -- see below**

Final payment due 30 days prior to rental to avoid **\$50 late fee.**  
(Cash 3 weeks)

**NOTE: Final payment must be received at least 30 days prior to Renter's reserved date, or Security Deposit could be forfeited. No checks accepted within three weeks of rental. A \$50 late fee will be deducted from the Security Deposit if full payment is not received within 30 days of the event.**

Renter(s) sign RENTER SIGNS HERE Date \_\_\_\_\_

**\$600** or \$ \_\_\_\_\_  
Security Deposit  
paid by  Check # \_\_\_\_\_  
 Money Order or  Cash  
Date: \_\_\_\_\_ Init: \_\_\_\_\_

**Acceptance by VOL:**

I have received the above deposit and accept this application. VOLHCC SIGNS HERE Date \_\_\_\_\_

Print name and title of signer: Sally Roth- Rental Manager

Rental Deposit (subject to review) will be returned within 12 -21 days after rental date to the following address:  Same as above OR

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

-----VOL Treasurer Only-----INV #[     ]

Date	What	Amount	Check#
_____	Deposit	_____	_____
_____	Payment	_____	_____
_____	Return (_____)	_____	_____