



Hill House Boston Rental Contract

Pricing For 3-Hour Timeslots – Includes Set up and Clean up

Event Space Rental	Hill House Members: \$400 Hill House Non-members: \$500 Payment is due 2 week prior to event
Included In Rental:	• Use of main gym and kitchen areas at either 74 Joy Street or 127 Mt Vernon Street • 4 six-foot tables and adult-sized chairs • Hill House staff member to support any on-site needs
Use of Equipment:	No equipment or supplies are available during rentals unless a Hill House instructor/coach is arranged ahead of time. Once the activity concludes, the equipment and supplies will be put away by the instructor/coach.
Add Ons:	<u>1-Hour Activity with Hill House instructor/coach: \$150</u> • Art • Cooking (additional cost for grocery items) • Jumping Jacks • Ninja Warrior • Sports <u>Extend Your Rental: \$100/hour</u>
Timeslots:	Saturday: 3:00-6:00pm at 127 Mt Vernon Street or 74 Joy Street Sunday: 10:00-1:00pm at 127 Mt Vernon Street 3:00-6:00pm at 127 Mt Vernon Street or 74 Joy Street

Terms and Conditions:

An Event reservation will not be confirmed until Hill House receives the following items at least two weeks prior to Event Date:

- A signed copy of this agreement
- Payment in full of the Rental Fee

Use of Equipment:

No equipment or supplies are available during rentals unless a Hill House instructor/coach is arranged ahead of time. Once the activity concludes, the equipment and supplies will be put away by the instructor/coach.

Cancellations:

Payment is due 2 weeks in advance of the event. Refunds will only be given for cancellations made with two days' notice.

Entertainment:

Hill House **must approve** all planned entertainment at least one week in advance and reserves the right to reject entertainment it deems unsafe or could cause a disturbance in the neighborhood. To avoid disturbing nearby residents, Renter agrees to keep building windows and doors closed during the Event and to refrain from playing loud music. Hill House does not allow inflatable entertainment (bouncy houses).

Event Set-Up, Management, Clean-Up:

Renter agrees and acknowledges Hill House is a self-service rental facility and Renter will receive only basic support during their Event from any Hill House staff on hand, including: providing access to the building at the Event start time set forth above, locating items for your event (e.g., tables, chairs, etc.), answering questions, and otherwise helping the Renter deal with issues or emergencies that arise during the Event.

Food and Beverage Restrictions:

Hill House is a nut-free facility. Renter may use the Hill House kitchen to prepare, heat up or store food during the Event times set forth above. If you intend to serve alcohol at your Event, you must contact APD Bar Service (617/244-1000 / www.bartendingservice.com) to determine if your event requires liquor liability insurance and/or a professionally trained bartender.

Decorations:

All decorations and accessories must be flameproof to meet the fire prevention regulations as stated in the Massachusetts Fire Prevention Code. No use of an open flame is allowed besides standard birthday candles. No fog or smoke machines are allowed at the Firehouse or 74 Joy Street.

Event Materials:

Event materials may not be stored at Hill House prior to the agreed start time unless previously approved by Development and Events Manager, Molly Ross. Removal of all property and event materials (including trash) is the responsibility of the Renter and must be complete by the event ends.

Indemnification:

Renter shall conduct the function in an orderly manner in full compliance with applicable laws and regulations. Renter hereby indemnifies and holds harmless The Hill House Incorporated, its directors, employees, agents and each of the foregoing, against any claims, liabilities or costs (including reasonable attorney's fees and whether by reason of personal injury or death or property damage or otherwise) arising out of, or connected with the Event or this Agreement.

For any additional questions, please reach out to Program Coordinator, Tara Lea, at tlea@hillhouseboston.org.

Accepted by:

Signature of Renter

Renter's Printed Name

Email Address

Phone number