

# The Varnum Continentals

*Varnum Memorial Armory, 6 Main Street, East Greenwich, RI 02818-3338 – 401-884-4110*

*Varnum House Museum, 57 Peirce Street, East Greenwich, RI 02818-3827 – 401-884-1776*

## Rental Agreement

1. The Varnum Memorial Armory & the Varnum House Museum are primarily places for activities of the Varnum Continentals. The Varnums reserve the right to accept or refuse applications for use by others. No rental request will be considered if it poses a conflict with a Varnum event.
2. All applications for rentals must be approved in advance and in writing by the Commanding Officer and/or the Varnum Executive Committee.
3. Approvals must be made on a yearly basis, and cannot be continued for more than one calendar year at a time after approval date.
4. All applications must be made by a responsible adult or adults, who will become guarantors for all activities and property. A rental form must be completed and will identify services required.
5. Rental applications will only be considered if a Varnum representative is able to be present at the event. A deposit may be required at the option of the Commanding Officer and/or the Executive Committee of the Varnum Continentals. Damages above and beyond normal wear and tear are the responsibility of those renting the facilities.
6. Unless otherwise arranged with the Commanding Officer and/or the Varnum Executive Committee, the following fees will be charged:

	Varnum Militia	Varnum Regular	Non-
VARNUM MEMORIAL ARMORY	<u>Members</u>	<u>Members</u>	<u>Members</u>
* Drill Hall with Chairs	\$ 75	\$ 75	\$ 150
* Drill Hall with Chairs & Tables	100	100	175
* Heating surcharge of \$50 during the months of October through April for all Drill Hall rentals.			
NOTE: If Drill Hall used day before/after for set-up/breakdown, per day rate applies to those days also.			
Kitchen & Dining Room	25	25	75
Kitchen, Dining Room & Lounge	25	35	50
Dinning Room Only (for meetings)	-0-	20	25
 VARNUM HOUSE MUSEUM			
Yard, Toilet & Kitchen	1,750	1,750	2,000
(Other) _____	_____	_____	_____

### Rental Agreement for the Armory & Museum Grounds

I/We hereby request approval of this rental application, and agree to all terms and conditions above.

Name of organization or person: \_\_\_\_\_

Purpose of meeting: \_\_\_\_\_

Person in Charge: \_\_\_\_\_ Time of Meeting: \_\_\_\_\_

Signature of Person in Charge: \_\_\_\_\_ Date of Meeting: \_\_\_\_\_

Rental Area Requested: Circle appropriate section above.

#### Area below to be completed by Varnums:

\_\_\_\_ Approved      \_\_\_\_ Denied

Rental Rate: \$ \_\_\_\_\_

Security Deposit: \$ \_\_\_\_\_

\_\_\_\_\_  
Commanding Officer