

Bartholomew County Historical Society  
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**Historic Henry Breeding Farm**  
13730 N. 100 W. Edinburgh, IN 46124

**RENTAL CONTRACT**

Renter (Please Print) \_\_\_\_\_  
Street Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone \_\_\_\_\_ Cell \_\_\_\_\_ Work \_\_\_\_\_  
Event Date \_\_\_\_\_ Day Before Rental \_\_\_\_\_ Day After Rental \_\_\_\_\_  
Caterer Name \_\_\_\_\_ Caterer Phone \_\_\_\_\_  
Will alcohol be served? (Yes/No) \_\_\_\_\_

*If yes, see "Liquor License", Page 2; Number 3.*

**Rental Fees**

Barn Rental Fee Friday, Saturday or Sunday 8 AM to 11 PM.....\$1500.00 \_\_\_\_\_  
(Includes non-refundable \$500.00 Reservation Fee)

Barn Rental Fee Monday - Thursday 8AM to 11PM.....\$500.00 \_\_\_\_\_  
(Includes non-refundable \$500.00 Reservation Fee)

Additional Half Day before 10 AM to 6 PM.....\$650.00 \_\_\_\_\_

Additional Day after 10 AM to 12 PM.....\$200.00 \_\_\_\_\_

Security Deposit (Refundable if No Damage).....\$600.00 \_\_\_\_\_

Total Fee for Event \_\_\_\_\_

Total Due Now - Reservation Fee \$500.00

Balance Due Six Months Prior to Event \_\_\_\_\_

Due Date \_\_\_\_\_

## Release and Indemnification Agreement

This agreement is entered into by and between Bartholomew County Historical Society for the rental of the Historic Henry Breeding Farm (BCHS) and the undersigned renters. In consideration of the mutual promises, the parties agree as follows:

### 1. Rental Deposit

The \$500 reservation fee is due at the time of signing this agreement. **A date is not reserved until the reservation fee and a signed contract are received. All reservations will be made in writing and signed by both parties.** A copy of the reservation receipt and contract signed by both parties which will be provided. Please carefully review the contract as only the listed date(s) will be reserved. If a change in the rental date is needed and agreed to it will be reflected in a second reservation receipt signed by both parties.

The full security deposit will be refunded within 30 days after your event if no damage occurs to the barn, home, grounds or their contents, and all conditions of the agreement are met. Failure to comply by the renter or their guests will cause all security deposit funds to be forfeited. The amount of any damages or cost for clean-up will be deducted from the security deposit and any excess costs will be the responsibility of the renting party.

Checks should be made payable to: **Bartholomew County Historical Society (BCHS).**

**The balance of the rental fee and security deposit are due no later than 6 months prior to the event date.**

### 2. Cancellation Policy

- The reservation fee is not refundable.
- If the renter cancels more than six months prior to the event, all fees will be refunded minus the reservation fee.
- If the renter cancels less than six months but more than 3 months prior to the event, 50% of the total rental fee less the reservation fee and 50% of the security deposit will be refunded.
- If the renter cancels less than three months prior to the event, there will be no refunds.

### 3. Responsibilities of Renters

**A. SMOKING IS PROHIBITED** on the Breeding Farm except in outdoor areas where smoking containers are placed. Smoking in other areas will result in forfeiture of the security deposit.

**B.** Please note the locations of fire extinguishers and barn exits.

**C.** No bonfires, fireworks or hayrides are permitted. Candles must be in a non-flammable vessels and placed on a solid surface (i.e. Table). Candle holders must be taller than the height of the lit candle. Battery-operated candles are also acceptable and do not require holders. **Failure to adhere to this rule will result in the loss of your deposit.**

**D.** Renter is responsible for set-up and clean-up. We expect to find the barn and all property in the same shape as you received it. Please make sure all trash containers are free of trash before leaving and place trash bags in dumpster provided. Trash containers and liners are provided.

**E.** Renters are responsible for the condition of the catering kitchen and appliances. If additional cleanup of the kitchen area is required after your event, it will result in the loss of your deposit.

**F.** Renters will be required to file a copy of their Certificate of Insurance with BCHS of an existing event liability coverage rider for each day the renting party is on the premises (includes set-up and take-down days). Minimum limit of liability is \$1,000,000. Said proof of insurance must be provided no later than one month prior to the event date. Failure to provide proof of insurance will result in cancellation of your event and forfeiture of your deposit.

**G.** The Henry Breeding Farm barn is host to a colony of bats. The renter acknowledges the bats and the challenges the colony may present.

**H.** The barn attendance is not to exceed 200 persons.

#### **4. Proof of Bartender's License**

You must use a licensed and insured bartender or caterer if you plan to serve alcoholic beverages. The renter is responsible for obtaining and providing to BCHS a copy of the bartender's/caterer's Standard Bartender's License. This must be on file prior to your event or alcohol cannot be served. Said proof of license must be provided no later than one month prior to the event date. Failure to provide proof of bartender's license will result in cancellation of your event and forfeiture of your deposit.

#### **5. Indemnification and Release**

The renter agrees to indemnify and hold harmless BCHS, its agents and employees from and against any and all claims, losses, damages, injuries, demand and other expenses, including all costs and legal fees, which BCHS may in any manner sustain.

Furthermore, the renters release BCHS, their agents and employees, of and from any and all manner of actions, claims and demands whatsoever.

**6. Hours of Availability**

Day of Event: 8 AM – 11 PM. Staying past the 11 PM deadline will result in the loss of the security deposit.

**7. Included in Rental**

- Use of the barn for the noted times
- Use of existing tables and chairs (25 6' banquet tables and 175 black folding chairs)
- Use of restroom facilities located at the rear of the house
- Use of the grounds as a wedding ceremony location
- Parking area located behind the fence
- Please note that renters **MAY NOT** enter any area of the main house, screened porches, lower barns or any out buildings.

**I agree to abide by the rules and conditions as set forth in this Agreement and understand that BCHS is not responsible for any accidents and/or injuries.**

Date \_\_\_\_\_ Signed \_\_\_\_\_  
(Renter)

Date \_\_\_\_\_ Signed \_\_\_\_\_  
(Bartholomew County Historical Society)