

THE AMERICAN LEGION
Owen Fish Memorial POST 143
1443 Stratfield Road
PO Box 1084 SMS, Fairfield, CT 06825
Rules for Hall Rental

UPDATED March 16, 2025

These rules outline the requirements for use of the Post 143 Hall. All uses of the facility that are not detailed in the procedure must be approved by the Post 143 Executive Officers

RENTAL FEES

POST 143 MEMBERS WILL RECEIVE A DISCOUNT AND MUST ATTEND THE EVENT*	
OTHER RENTAL NON-MEMBERS (FULL DAY)	\$600.00
SECURITY DEPOSIT (REFUNDABLE AFTER THE EVENT) <i>IF REQUESTED</i>	\$60.00
<i>* Definition of Post 143 Member – A member in good standing (current year paid)</i>	

The following General Rules and Regulations must be followed:

1. The Facility may be rented between the hours of 9 a.m. and 10 p.m. All renters MUST leave the facility by 10 p.m. as governed by the FAIRFIELD PARKS AND RECREATION DEPT for the Town of Fairfield.
2. All hours must run consecutively. Early admittance for setup will be allowed. However, cleanup shall be completed within the hours rented.
3. The maximum number of people permitted in the Facility is 100 if there are no tables. If tables are used, the maximum capacity is reduced to 75 people.
4. Smoking inside the building is prohibited.
5. Music with foul language is not allowed. The level of music played must be moderate in volume, so as not to disturb neighbors.
6. The Renter is responsible for any alcoholic beverages being served during the event. No alcoholic beverages will be served or consumed to anyone less than 21 years of age.
7. Renter will be responsible for basic cleanup when the event is over (leaving everything as prior to setup). All floors will be broom swept and, if any spills have occurred during the rental, mopped. Accumulated trash from the event must be placed in the dumpster outside the building.
8. When the event is over and cleanup completed an inspection will be conducted by the House Chairman of the American Legion Post 143 for approval.
9. The event can be stopped at any time by an Officer of the American Legion Post 143 for an infraction of the rules or for improper conduct.
10. Decorations
 - a. The only decorations permitted in the American Legion Post 143 Hall are those which may be placed on the floor or on the tables. The Renting Party shall not hang, staple, thumb tacks, tape, or suspend decorations from the walls, ceilings, or columns within the American Legion Post 143 Hall EXCEPT if the renter uses PAINTER masking tape which will not harm the paint. All decorations shall be removed by the Renter.
 - b. No candles or open flames are permitted inside the American Legion Post 143 Hall at

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any time. The Renting Party shall NOT use rice, bird seed, glitter or confetti of any type in the American Legion Post 143 Hall or on the grounds outside of the American Legion Post 143.

- c. All American Legion materials must be left in place on the walls.
11. Use of Hall Kitchen - If the Renting Party uses the Hall Kitchen, it shall:
- a. Remove all boxes, food and trash from the Hall Kitchen at the end of the Rental Period
 - b. Clean all counters and surface work areas in the Hall Kitchen, including any food spilled in the food warmer or refrigerator
 - c. Sweep the Hall Kitchen floor
 - d. Remove all dishes, glasses, silverware, linens, and other material equipment rented by the Renting Party at the end of the Rental Period
12. Any damage to the chairs, tables, fixtures or walls will be the responsibility of the renter to repair, replace or reimburse American Legion Post 143 within a ten (10) day period.
13. Any damage to the kitchen appliances or other American Legion Post 143 property will be the responsibility of the renter to repair or replace within a ten (10) day period.

Indemnity

American Legion Post 143 is not responsible for personal injury.

American Legion Post 143 is not responsible for damage to vehicles on the parking

American Legion Post 143 is not responsible for the use of Owen Fish Park including the parking lot.

All Renters must show proof of liability/accident insurance at least one week before the event to the House Chairman. Failure to show compliance with insurance requirement voids all commitments and any payments made prior will NOT be refunded.

The Renting Party shall indemnify, defend, and hold harmless the American Legion Post 143 and its officers and members against any and all demands, causes of action, or any other claim of the Renting Party, its members, agents, employees, subcontractors, patrons, guests, or invitees arising out of or related to the Renting Party's rental of the Hall.

Compliance with Laws

The Renting Party shall comply with all applicable laws and regulations and shall not use or occupy the Hall for any unlawful purpose or permit others to use or occupy the Hall for any unlawful purpose.

Illegal drugs are prohibited.

Firearms are prohibited

Pyrotechnics are prohibited

Assignment

This Agreement may not be assigned or transferred without the express written consent of the American Legion Post 143 House Chairman

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Entire Understanding

The Parties agree that this Agreement contains the entire understanding between them and that there are no oral or written promises, inducements, representations, warranties, covenants, undertakings, or agreements whatsoever between them, except as contained herein.

Modifications

This Agreement may not be modified or amended except through an express written agreement signed by the Parties.

If required, Security Deposit Refunds will be issued in cash to the person whose name and address is on the contract at the end of the rental event

Cancellation Policy (Notice of Cancellation) & Refunds

1. Renter may cancel the rental transaction within (15) days prior to the date of the rental and will be refunded all payments.
2. All cancellations must be made to the House Chairman by telephone.
3. Refunds will not be given for hours not used.