

GROSSE POINTE HISTORICAL SOCIETY

PROVENCAL-WEIR HOUSE

RENTAL APPLICATION AND AGREEMENT

FOR GPHS MEMBERS

Date of Event: _____ Number of guests expected: _____

Applicant Name(s): _____

Address: _____

Home Phone: _____ Other Phone: _____

Arrival time: _____ Departure time: _____

Event Description: _____

The Event will be held: Inside Outdoors (Check all that apply)

Terms and Conditions:

1. The rental fee for the Provencal-Weir House is \$200 for 3 hours, including any set-up time. Additional rental time may be arranged in advance at the rate of \$100 per hour. The Grosse Pointe Historical Society (GPHS) reserves the right to bill and collect for any additional time if Applicant(s) and/or guests remain longer than as pre-arranged.
2. One-half of the rental fee is due as a deposit at the time this Application and Agreement is submitted. The deposit is refundable to Applicant(s) if the event is canceled in writing at least 90 days prior to the event date. The remaining balance is due 30 days prior to the event date. In addition to the rental fee, by signing this Agreement, Applicant agrees that the GPHS may charge Applicant's credit card for any damage to the Provencal-Weir House or its contents or grounds caused as a result of the event, as determined by the GPHS.
3. A GPHS docent will be present during each event, including during set-up and clean-up times. Applicant is solely responsible for all set-up and clean-up.
4. The number of guests for an event to be held inside the Provencal-Weir House will be limited to 25 for a sit-down meal, and 50 for a buffet meal. For events to be held both inside and outdoors, the number of guests will be limited to 75.
5. All food to be served at the event must be provided through one of the GPHS's preferred caterers, by separate written agreement between Applicant and the caterer, subject to approval by the GPHS.
6. If liquor is served at the event, only beer and white wine will be permitted. Applicant will be responsible for obtaining an appropriate liquor license and/or insurance rider as required by law and/or at the request of the GPHS. In addition, the GPHS reserves the right to impose additional conditions in connection with the serving of alcohol, including but not limited to the prior removal of certain rugs or other furnishings. Applicant agrees

to assume all liability in connection with furnishing and serving liquor and agrees to defend and indemnify the GPHS in connection therewith as indicated below.

- 7. No smoking is allowed inside or on the grounds of the Provencal-Weir House. No pets are allowed inside the House.
- 8. The furnishings of the Provencal-Weir House are fragile. Guests are expected to act accordingly and are not allowed in any room or area that is roped off. Children must be closely supervised.
- 9. For cleaning reasons, no confetti or rice may be thrown at weddings or other events.

All checks should be made payable to the “Grosse Pointe Historical Society”.

The undersigned hereby certifies that the information in this Application and Agreement is true and correct, and by signing this Application and Agreement agrees to be bound by all of the terms and conditions herein. The undersigned agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless the Grosse Pointe Historical Society and its officers, trustees, employees, members, volunteers, contractors, caterers, and others working on its behalf against any and all claims, demands, suits, losses, liabilities, costs and expenses of any kind, including attorneys’ fees and costs, which may be asserted, claimed or recovered against or from, or incurred by the Grosse Pointe Historical Society by reason of personal injury, including disease, sickness, bodily injury or death, and/or property damage or other loss, arising out of or in any way connected to this Application and Agreement, the above-referenced event, or use of the Provencal-Weir House by the undersigned Applicant(s) or his/her/their guests, regardless of whether such claim, demand, suit, loss, liability, cost or expense was caused in part by the action or inaction of the GPHS or its officers, trustees, employees, members, volunteers, contractors, caterers or others working on its behalf. The GPHS reserves the right to require proof of liability and/or other insurance from the Applicant(s) in amounts and form acceptable to the GPHS, and also reserves the right to have Applicant(s) name the GPHS as an additional insured on any or all such policies. This Application/Agreement is not effective until signed by an authorized representative of the GPHS. The GPHS reserves the right, in its sole discretion, to not approve use of the Provencal-Weir House for any Applicant or event.

Applicant(s) Signature: _____ Date: _____

Approved and Accepted by the Grosse Pointe Historical Society:

Signature: _____ Date: _____

Title: _____

For GPHS use:

Cardholder/Credit Card information: _____

Total rental fee: _____ Received on: _____

Other information: _____
