



PO Box 200

Biddeford, ME 04005

biddhistsoc@gmail.com biddefordhistoricalsociety.org

RENTAL POLICY AND AGREEMENT

The Biddeford Historical Society offers its 1759 Meetinghouse at 7 Meetinghouse Road in Biddeford as an historic, nondenominational venue for weddings and events from May through October. The Meetinghouse is a simple, yet classic building that once served as a civic gathering place and one of the community's earliest places of worship. The site is situated less than three miles from the center of Biddeford, and is convenient to Biddeford Pool. The interior seats 150 people in early pews, and there is a small raised dais for musical performances or small productions. The building has a small restroom, and parking on the southern side of the building for 50 cars. The Meetinghouse has limited handicap accessibility.

Pricing:

Rentals are scheduled for 2-hour intervals, at \$100 per interval. Weddings are priced at \$300 per event, and included 3 hours for decorating and rehearsal, and 3 hours for the ceremony. A \$50 security deposit reserves an event date. Please inquire about special pricing for community events or nonprofits. Payment is check or money order made out to Biddeford Historical Society.

Policies:

To protect our historic building, no smoking or open flames and candles are permitted on any part of the premises.

No nails, tacks, or tape are allowed on the walls, pews, or woodwork. Glitter, rice, and confetti are not allowed within the meetinghouse or grounds.

Renters must clean the building and leave it as they found it for a refund of their security deposit. Please remove all trash and recyclables from the grounds, vacuum, clean the bathroom, and leave no decorations or food behind. A vacuum cleaner and cleaning products are available on-site. A cleaning service is available for \$35 (does not include trash removal), to be paid with security deposit.

Our building is in a residential neighborhood, so please be considerate regarding noise levels. Parking is permitted only in provided areas and along Meetinghouse Road.

A person of at least 21 years of age must be present at all times.

Biddeford Historical Society has no liquor liability coverage. If alcohol is served, the renter is required to include liquor liability as part of the Certificate of Insurance. The Society will not be held accountable for any injuries sustained for any event attendee or renter. Renters who provide free alcohol at their event understand that they are required to have a "Host Liquor Liability" policy or coverage.

Renter forfeits their security deposit if the above requirements are not met.

Renter understands and agrees that they or the organization they represent assumes all risks for loss, damage, liability, injury, cost, or expense that may occur during or as a result of the use of the Society's Meetinghouse. The Renter further agrees that in consideration of permission to use the Meetinghouse, they or the organization will save and hold Biddeford Historical Society and its members, board members, officers, and volunteers free and harmless from any loss, claims, liability or damages, and/or injuries to persons and property that in any way may be caused by the renters use or occupancy of the building. The renter further agrees to be personally responsible for any damage sustained to the grounds, building, furniture, or equipment as a result of use and occupancy of the Meetinghouse.

Contract:

Name of Renter _____ Name of Event _____
 Address _____ Phone home/cell _____
 Name of contact at event, if different _____ Cellphone _____
 Rental Date _____ Start Time _____ End Time _____
 Rehearsal Date (if applicable) _____ Start Time _____ End Time _____
 Number of Guests expected _____
 Will alcohol be served? _____

This contract form and payment in full (rental fee and security deposit) must be returned at the time of reservation. A reservation may be cancelled within three months of event date for a refund of rental fee, however the security deposit will be forfeited. A reservation cancelled within three months of event will forfeit full payment.

Biddeford Historical Society may cancel reservations due to unforeseen circumstances, events, or conditions such as inclement weather. In case of such cancellation, the rental deposit and fees will be refunded.

Signature _____ Date _____

Person responsible for event (at least 21 years old).

Your signature confirms that you have read all rental policies and agree to abide by the conditions set forth.

Signature _____ Date _____
Biddeford Historical Society agent

Please forward/mail completed contract and payment to:
Biddeford Historical Society
PO Box 200
Biddeford, ME 04005

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