

Contract & Rules for Depot Rental 2022



1. Refund check-mailed after room is deemed clean/**no rules broken.** [Text mailing address.](#)
2. If there is any damage exceeding cleanup deposit, renter will pay additional charge.
3. **KEEP DOORS SHUT AS MUCH AS POSSIBLE TO KEEP ROOM COOL/HOT-HIGH CEILINGS!!!**
4. No smoking in building or on grounds – only in street. No drugs.
5. **If alcohol is being served, a uniformed policeman will be secured by depot. Renter will be responsible for his/her fee. 4 hr. min @ \$40 an hour. If this rule is not observed, event will be DEEMED OVER AND NO MONEY REFUNDED. PLEASE CHECK BELOW:**
ALCOHOL _____ NO ALCOHOL _____ building, grounds, street, lot
6. Only trained service dogs are allowed in depot. **No bouncy houses allowed!**
7. No nails/tacks driven into walls/brick/no marking on walls. Do not use or move any depot property. If pins at doors are pulled up, you must put them back down.
8. Renter must leave premise “broom clean.” (Broom & dust pan behind hall door). **Tables & chairs in correct room.** [Wipe off tables.](#) Depot is not responsible for any items left behind.
9. All decorations, food, drink, containers [bathroom trash and litter around depot outside](#), must be collected in our plastic bags and **removed from the premises the day of the event. To use our trash cans (if not full), \$10 will be deducted from your cleanup fee.**
10. Renter will not exceed maximum occupancy **40** for small room **100** for larger room and approx **140** for whole depot. **No entering room not paid for. We have cameras!**
11. No glitter, sequins, confetti, etc. No rice inside or out. NO CANDLES except birthday.
12. Sparklers outside only. Stay out of rock beds. Loose balloons must be retrieved!
13. Hours of rental are **10 till 10.** 1 day only. If renter wants to rent depot before 10 or after 10, an additional \$100 will be added to fee.
14. Must cancel 1 week prior to event for full refund. If cancelled within the week prior to event, money is **forfeited** except for cleanup fee which will be refunded.
15. Understand there may be another event going on in other room unless whole depot is reserved.
PARKING IS AVAILABLE ON OUR LOT ACROSS FROM DEPOT.
IF ANY OF THESE RULES ARE BROKEN, CLEANUP FEE WILL BE FORFEITED

1210 Green Avenue P.O. Box 2654 Orange, Texas 77631
info@orangetxdepot.org
To book a rental of the depot, call 409-330-1576
August 1, 2022