

INFORMATION ONLY

St. Anthony Association
1319 Brown Trail
Bedford, TX 76022-6401
Tel. 817/280-9323

Rev. May 12, 2017

WELCOME:

NO SMOKING

The following information is provided as general information relating to hall rentals:

- FEES: Basic Hall Rental, 4 hour minimum for affair; 700.⁰⁰ min.
also allows up to 2 hours earlier in day for Set-Up of table/chair arrangement, table decoration, caterer prep, etc. and not to exceed 1-hour after the affair for band/DJ removal
Hall will be open one (1) hour prior to the Scheduled event.
(Includes Bartenders and Hall Clean-Up)
- o Additional Rental Time (after the initial 4 hrs.) 100.⁰⁰ per hour
- o Any additional set-up/breakdown time will be: 50.⁰⁰ per hour
- o Security Deposit (saves date & time + protects Lessor), 250.⁰⁰
to be returned 3-5 days following your affair by mail.
- o Security Officer, to protect personnel and facility 180.⁰⁰ min.

Capacity: 180 people.

Tables: Round, 60" (20 ea); Rectangular, 72"x 30" (40 ea); Chairs: Padded (180 ea)

Additional Notes and Reminders:

The kitchen **MUST** be left completely clean. If it is not, an **additional cleaning charge** will be assessed.

Any use of glitter, **MUST** have prior approval of the Hall Manager.

"Hall Cleaning" is for normal cleaning. There will be an extra charge for gum, wax, and/or glitter removal, parking lot cleaning, and/or any other excessive cleaning requirements caused by your party guests.

All rooms, other than the main hall and its restrooms, are **OFF LIMITS** unless a special agreement has been made prior to your affair.

No beverages, other than coffee, tea, or a non-alcoholic punch (except **RED**) may be served.

There will be a \$150.⁰⁰ Sur-Charge for any other type of beverage, without prior approval from the Hall Manager.

All alcoholic beverages are to be consumed inside the building. Absolutely no alcoholic beverages are to be taken out to or consumed on the parking lot (including sitting in or on a vehicle). Any violators of this rule may be asked to leave the premises.

The Lessor must be provided with legible copies of all food receipts. This includes, but not limited to, catered meals, hors d'oeuvres, snacks, cake(s), etc. Your Security Deposit will be retained until these copies are provided.

Children under the age of seventeen (17) may be subject to Bedford Teen Curfew Law(s).

No items are to be left in the hall after your affair without prior approval of the Hall Manager.

I have read and agree to the above conditions. Signed _____

dated _____

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**This information sheet is provided for your convenience.
The information and pricing may change without prior notice. Be sure to confirm pricing with the Hall Manager**