



CONEWAGO
MANOR INN
2048 ZEAGER ROAD
ELIZABETHTOWN, PA 17022
TELEPHONE: (717) 361-0826
WWW.CONEWAGOMANORINN.COM

AGREEMENT FOR USE

THIS AGREEMENT, made this ____ day of _____, 2007 by and between the Conewago Manor Inn, hereinafter referred to as "The Inn," and _____, Special Event Lessor(s), hereinafter referred to as "Lessor."

- 1). The Inn agrees to allow Lessor to use the following areas and/or facilities located at 2048 Zeager Road, West Donegal Township, Lancaster County, Pennsylvania:
 - a) Exterior
 - b) Powder Rooms
 - c) Rooms Are For Over Night Guests Only**
- 2) **One Of Our Approved Caterers & Tent Person Must Be USED.**
- 3). The date and times for the usage is as follows:
_____ 200 . From approximately _____ PM to _____ PM.
- 4). The Inn agrees to have the facility available for set up by Lessor two hours prior to the beginning of the event. This is flexible, depending upon other scheduled activities at the Inn.
- 5). The cost for the use of the facility is \$ 2,280.00 including tax for up to 5 hours, or \$ 2,050.00 including tax for up to 5 hours if all (9) guest rooms have been reserved (See Paragraph 10.) Additional hours shall be billed at the rate of \$200.00 per hour, plus tax. Said cost includes the following:
 - a) Use of the facilities specified in Paragraph No. 1
 - b) Event to be over by 10:00 PM.**
- 6). The Inn acknowledges that Lessor may have liquor or alcoholic beverages on the premises, however, it is further acknowledged that said beverages may not be sold and that The Inn has no responsibility for furnishing said alcoholic beverages or performing any other acts associated with same. **The Caterer must provide responsible, sober person of legal age to tend bar at all times during the event.** Beer is permitted in cans or bottles, **NO Kegs & NO Shots ALLOWED,** Alcohol distribution may start **after** the wedding, and consumption **must end One Half Hour Before end of the event and all alcohol must be put away.**

7). Lessor acknowledges and agrees that they shall indemnify and hold The Inn harmless from any and all claim or demand made against them by reason of any injury, claim or demand suffered by any guest of their property.

8). The sum of money specified in Paragraph No. 4 above shall be paid 50% at the time of signing this contract and **the remaining 50% is due 2 weeks prior to the date of the event** as specified in Paragraph No. 2. Reservation is not guaranteed until non-refundable deposit has been received.

9). It is acknowledged that if this event is cancelled, at any time prior to the event, the Lessor shall notify the Inn in writing and pay The Inn the contracted sum in full.

10). Lessor agrees to have the premises vacated by _____ PM on _____ and furthermore to be responsible for any and all damage, if any, done by any of the guests, invitees or hired staff during the time of the event planned. All support staff must contact the Inn no less than 10 days prior to the event. Number rooms Fri. night _____. Number rooms Sat. night_____.

11). Lessor agrees to reserve _____ Guest Rooms separately at the rate of \$165.00 per night, plus tax or two (2) nights for \$299.00, plus tax. For the two night rate to apply, it must be the same occupants. Lessor shall be billed for any rooms reserved but not occupied. **Rooms are for the use of overnight guests only.** Please provide Room Selections and Assignments ASAP.

12) Lessor agrees to review and abide by the attached Policies regarding the use of the facilities and Guest Rooms.

IN WITNESS WHEREOF, we have hereunto set our hands and seals the day and year first above written.

LESSOR(S):

CONEWAGO MANOR INN:

N
A
C

Phone Number(s)

Email