



## John Hunter Room Rental Agreement

*between*

Wings of Carolina Flying Club  
702 Rod Sullivan Road  
Sanford, NC 27703  
919-776-2003

*And*

Name \_\_\_\_\_ Rental Date \_\_\_\_\_

Start Time \_\_\_\_\_ End Time \_\_\_\_\_ Total Hours \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Additional Phone \_\_\_\_\_

Number of Guests \_\_\_\_\_ Function Description \_\_\_\_\_

### TERMS AND CONDITIONS

**Security Deposit** - \$300.00 due upon signing contract. Deposit fee will be returned if there is no breakage, damage, or loss to the building contents, or additional expenses incurred due to event. If breakage, damage, loss, or additional expenses incurred exceeds the deposit amount, the undersigned agrees to reimburse Wings of Carolina for the excess within ten (10) days. Deposit shall be refunded in the event of cancellation.

**Rental Charge** - \$100.00 for up to three hours. The charge for each additional hour or fraction thereof is \$25.00. The rental fee must be paid in full no later than fourteen (14) days prior to scheduled event. In the event of event cancellation, rental fees shall not be refunded.

**Use of Property** - Rental of the John Hunter room includes the exclusive use of the John Hunter room during the rental period with shared access/usage of the deck, elevator, upstairs lounge, and restrooms (upstairs and downstairs). Rental does not include access to other areas of the building except to allow ingress/egress. No events may take place or are allowed to be set up on the lawn area or ramp. Access to the hangar and maintenance rooms are specifically prohibited.

**Room Configuration** - The John Hunter Room is normally configured with tables and chairs suitable for instruction or meeting. (Capacity is 48 people in this configuration.) Tables can be removed (by folding legs and stacking in the closet located in the room). Additional chairs are also located in the closet. Maximum room capacity is 72 people with removal of all tables and utilization of all chairs. Renter is responsible for: (a) setting up the room in their desired configuration, and (b) returning the room to the same configuration as at the start of the rental or to the configuration as requested by the club. Time needed by the renter to configure and reconfigure the John Hunter room shall be included in the total event rental time.

