



## **GLENDOWER LAWN RENTAL INFORMATION AVAILABLE TUESDAY-SATURDAY, 10AM-10PM**

Thank you for your interest in a facilities rental at the Warren County Historical Society's History Center. The following will explain our rental charges.

- *Rental fee* - \$400 for use of Glendower Lawn **ONLY** for weddings and/or receptions.
- Please see following page in regards to set up, clean up, rental information for tents and chairs, and parking.
- This rental of the Glendower Lawn **DOES NOT** include access to the interior of the mansion. Pre-ceremony bridal photographs may be taken inside **if prior arrangements are made with the Property Manager**. If you would prefer an indoor reception, please inquire about renting the Armstrong Conference Center (located two blocks north of Glendower at 121 S. Broadway).
- A *non-refundable deposit of \$200* is required at the time the rental contract is signed, with remaining balance due on date of rental.
- Restrooms are available in Glendower's basement for your convenience; they are not handicap accessible.
- Electric is available for Public Address Systems.
- In case of rain, the Village Green, in Harmon Museum, will be held for you at no charge.

We will be happy to discuss the details of your event with you at any time.  
Feel free to call us at 513 932-1817 or email [wchs@wchsmuseum.org](mailto:wchs@wchsmuseum.org).

## RENTAL AGREEMENT for the Lawn at Glendower

This lease is made by the Lessor, Warren County Historical Society (herein referred to as WCHS), located at 105 S. Broadway, Lebanon, OH 45036, and between the lessee:

Name(s) \_\_\_\_\_

Full Address \_\_\_\_\_ Phone \_\_\_\_\_

For the purpose of renting this space, the Lessee must adhere to the terms and conditions herein.

- I. The space rented shall be the lawn area at Glendower Mansion, 105 Cincinnati Avenue, Lebanon, OH 45036.
- II. Lessee agrees to pay WCHS the sum of **\$400.00** as rent for the space. Lessee also agrees to give WCHS a **non-refundable \$200.00 deposit** with the signing of this lease, to be credited toward the total amount of the lease. Remaining balance will be due on day of rental. If unforeseen extraneous circumstances keep WCHS from opening the property on the day of the event, half the deposit will be returned.
- III. The term of this lease shall be for **four (4) hours** from \_\_\_\_\_ a.m./p.m. to \_\_\_\_\_ a.m./p.m. on (date)\_\_\_\_\_. Event must be concluded by 10 p.m.
- IV. Lessee understands and agrees that the only obligation of WCHS is the space being rented. **Losses or damages to personal or rented property are the sole responsibility of the Lessee. WCHS is not responsible for any injuries sustained at the property.**
- V. Lessee agrees to be responsible and liable for any of its activities arising out of this lease, and to hold WCHS harmless, including the cost of defense for any loss arising out of the Lessee's use of the premises.
- VI. Lessee may set up for the event after 3 p.m., the day prior to the event, and must be removed from the property by noon the following day.
- VII. Any trash generated by the event **must** be removed from the property by the Lessor at the conclusion of the event.
- VIII. Lessee agrees that WCHS will have personnel on the premises during part or all of the lease period.
- IX. Tenant assumes responsibility for the use of COVID-19 protocols and any illness(es) resulting from event.

Entered into this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

Lessee Signature \_\_\_\_\_ Printed Name \_\_\_\_\_

WCHS Representative \_\_\_\_\_ Printed Name \_\_\_\_\_

Title \_\_\_\_\_