



# Old Stone House of Brooklyn

PO Box 150613  
Brooklyn, NY 11215  
(718) 768-3195

**Before submitting a rental agreement, please call OSH (718) 768-3195 to determine availability.**

Contact Person: \_\_\_\_\_ Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ e-mail: \_\_\_\_\_

Purpose of Event: \_\_\_\_\_

Estimated Attendance: \_\_\_\_\_ Will food be served? \_\_\_\_\_

Caterer: \_\_\_\_\_ Telephone: \_\_\_\_\_

Catering contact person: \_\_\_\_\_

Date requested for event: \_\_\_\_\_ Time guests will arrive: \_\_\_\_\_

\$200 deposit payable by check to The Old Stone House of Brooklyn upon signing: \_\_\_\_\_

\$200 refundable security deposit to be applied to any loss, damage, or expense sustained from User's rental of the Old Stone House due at signing: \_\_\_\_\_

Payment for the full estimated duration of the event, by certified check, or money order, is due by 9:00 a.m. on the day of the event.

- User agrees to arrange for final cleanup and removal of debris.
- User is entitled to use the small 2nd floor mezzanine bathroom for a 25 people or less event
- If more than 25 people attend, the outdoor bathrooms (ground floor, south) will be unlocked and supervised for your use.
- Party rentals include use of OSH refrigerator on 2nd floor mezzanine.
- Neither alcoholic beverages nor food may be sold on these premises unless necessary licenses are on file with OSH.
- Games of chance are not allowed.
- Smoking is not permitted anywhere inside the House.
- The use of stickpins, tape, or any other material that damage walls is prohibited.
- User will not engage in any unlawful activity on site.

### Notice of Liability

The renter is liable for all costs incurred by the Old Stone House for repair of any and all damage to the structure or collection associated with the rental. The House has final judgment regarding if repairs will be necessary, and all repairs will be made by individuals chosen by the House. The House has the right to stop an event at any time for any reason deemed necessary.

I understand and agree to comply with all special use policies stated in this agreement.

For OSH:

Signature of Renter:

Kimberly Maier

Printed Name: