

American Legion Post 86 Facility Rental Fee Schedule

This schedule is valid for all events with a **maximum capacity of 55 guests**. All rental times include necessary setup and cleanup.

Part 1: Base Rental Fees (Main Hall & Patio)

Rental Tier	Time Slot	Non-Member Rate	Post Member Rate
Main Hall (Hourly)	Mon - Thurs (8 AM - 10 PM) (3-Hour Min)	\$75 / hour	\$30 / hour
Full Day Rental (Friday)	Fri (8 AM - 11 PM)	\$500 Flat Fee	\$250 Flat Fee
Full Day Rental (Saturday)	Sat (8 AM - 11 PM)	\$600 Flat Fee	\$300 Flat Fee
Full Day Sunday Rental	Sun (8 AM - 8 PM)	\$400 Flat Fee	\$200 Flat Fee
Patio Access (Add-On to Main Hall Rental)	7 Days a Week	+\$100 Flat Fee	+\$50 Flat Fee

Part 2: Mandatory & Add-on Fees (Interior Access & Discounts)

Fee Category	Non-Member Rate	Post Member Rate	Details
Kitchen Usage Fee	\$100	\$50	Required if using the professional kitchen for cooking/food preparation. A Hall rental is mandatory for kitchen access.
Kitchen Discount	-\$75 Discount	-\$50 Discount	(For Full-Day Rentals Only): Discount applied when the Kitchen Usage Fee is booked with a Full-Day Rental.
Hall + Patio + Kitchen Package Discount	-\$100 Discount	-\$50 Discount	(For Full-Day Rentals Only): Discount applied to the combined Hall, Patio, and Kitchen rate.
Refundable Security Deposit (No Alcohol)	\$200	\$100	Due at contract signing. Refunded post-event, pending inspection.
Refundable Security Deposit (With Alcohol)	\$500	\$250	Required if any alcoholic beverage is consumed or served.
Mandatory Cleaning Fee	\$100 - \$250	At-Cost	Non-refundable fee to cover deep cleaning and janitorial services.
Early Access/Late Exit	\$50 / hour	N/A	Charged for access outside of the contracted rental time.
REQUIRED NOTE ON ACCESS			Access to the restrooms and kitchen is exclusively for Main Hall renters and is included in the Main Hall rental fee.

Part 3: Optional Equipment Rentals (Patio Add-On Required)

Equipment	Non-Member Rate	Post Member Rate	Details
Outdoor Tables & Chairs Package	+\$75 Flat Fee	+\$30 Flat Fee	Includes seating for up to 40 guests (e.g., up to 5 tables and 30-40 chairs) for use on the Patio.

Part 4: Renter-Provided Services (Mandatory Requirements)

The Renter is solely responsible for arranging and paying for all security and bar staff.

Service	Requirement & Fee	Mandatory Conditions
Bartender	Renter MUST provide a TABC-certified bartender if any alcohol is served (even a private open bar).	<ol style="list-style-type: none"> 1. Bartender's TABC certification copy must be provided to the Post 7 days prior. 2. Bartender is liable for serving intoxicated/underage guests.
Security	Renter MUST provide a minimum of one licensed, uniformed security officer (or off-duty police officer) for:	<ol style="list-style-type: none"> 1. ALL events serving alcohol. 2. ALL events with an expected attendance over 100 guests.
***MANDATORY EVENT INSURANCE**	Renter MUST provide proof of Commercial General Liability (CGL) Insurance.	<ol style="list-style-type: none"> 1. Minimum Coverage: \$1,000,000 per occurrence. 2. Additional Insured: American Legion Post 86 MUST be named as an Additional Insured. 3. Submission Deadline: Proof (Certificate of Insurance/COI) is due 7 days prior to the event.
Alcohol Policy	NO FEE (Renter provides and manages beverages).	<ol style="list-style-type: none"> 1. Liability Insurance: Renter must provide a Certificate of Insurance (COI) with Alcohol Liability Coverage, naming American Legion Post 86 as an additional insured party. 2. No Cash Bar: The sale of alcohol (cash bar) is strictly prohibited unless the Renter provides a Temporary TABC Permit, approved by Post management.

Part 5: Payment and Cancellation Policy

Term	Detail
Payment Schedule	Deposit & Contract: Due at time of booking to secure the date. Remaining Balance & Fees: Due 7 days (1 week) prior to the event date.
Cancellation Policy	> 30 days prior: The Post retains a \$50 Administrative Fee and refunds the rest of the deposit.
	15 - 30 days prior: The Post retains the full security deposit.
	< 14 days prior: The Post retains the full security deposit AND 50% of the base rental fee.
Late Booking	Bookings made less than 14 days in advance require full payment (rental fee + cleaning fee + full deposit) at the time of contract signing.

Additional Legal Note

This fee schedule must be accompanied by a formal **Rental Agreement**. The agreement must contain a conspicuous **Indemnification Clause** stating the Renter agrees to cover the American Legion Post 86 for all claims, **even those resulting from the Post's own negligence**, to be fully enforceable under Texas law. The contract must also contain a **Force Majeure Clause** defining conditions (like government mandates or natural disasters) that would lead to a refund/reschedule option.