



HISTORIC BLENHEIM

3610 OLD LEE HIGHWAY FAIRFAX, VA 22030



VISIT US ONLINE

<https://www.fairfaxva.gov/government/parks-recreation/rental-properties/rental-venues/historic-blenheim>

CITY OF FAIRFAX PARKS AND RECREATION

FAX: (703) 246-6321

PHONE: (703) 385-7858

Customer Rates

<u>Space</u>	<u>Monday-Thursday</u>	<u>Friday & Sunday</u>	<u>Saturday/Holidays</u>	<u>Banquet Style Capacity (Wall to Wall W/Tables and Chairs)</u>	<u>Theater Style Capacity (Wall to Wall W/ Chairs Only)</u>
Indoor Package (Multipurpose Room and Atrium/Lobby)	\$60 per hour (2 hour minimum)	\$90 per hour (2 hour minimum)	\$120 per hour (2 hour minimum)	110	130
Outdoor Package (Lawn Area, Pergola, and Porch/Deck) (No DJs, Bands, or Amplified Music/Sound)	\$90 per hour (2 hour minimum)	\$135 per hour (2 hour minimum)	\$180 per hour (2 hour minimum)	N/A	N/A
Lawn Area (No DJs, Bands, or Amplified Music/Sound)	\$50 per hour (2 hour minimum)	\$75 per hour (2 hour minimum)	\$100 per hour (2 hour minimum)	N/A	N/A
Pergola (No DJs, Bands, or Amplified Music/Sound)	\$25 per hour (1 hour minimum)	\$40 per hour (1 hour minimum)	\$50 per hour (1 hour minimum)	N/A	N/A
Porch/Deck (No DJs, Bands, or Amplified Music/Sound)	\$25 per hour (1 hour minimum)	\$40 per hour (1 hour minimum)	\$50 per hour (1 hour minimum)	N/A	N/A
Kitchenette	\$50 (one-time charge)	\$50 (one-time charge)	\$50 (one-time charge)	10	10

Business/Non-Profit Rates

<u>Space</u>	<u>Monday-Thursday 7:00 a.m. – 12:00 a.m. + Friday 7:00 a.m. - 3:00 p.m.</u>	<u>Friday after 3:00 p.m.-Sunday and Holidays</u>	<u>Banquet Style Capacity (Wall to Wall W/Tables and Chairs)</u>	<u>Theater Style Capacity (Wall to Wall W/ Chairs Only)</u>
Multipurpose Room	\$50 per hour (1 hour minimum)	N/A	80	90
Kitchenette	\$50 (one-time charge)	N/A	10	10

Security Deposits

<u>Space</u>	<u>Monday-Thursday</u>	<u>Friday and Sunday</u>	<u>Saturday and Holidays</u>
Indoor Package (Multipurpose Room and Atrium/Lobby)	\$200	\$200	\$200
Lawn Area	\$200	\$200	\$200
Outdoor Package (Lawn Area, Pergola, and Porch/Deck)	\$200	\$200	\$200

Security Deposit must be paid with a major credit card/debit card (Amex, Mastercard, Discover, Visa). The remaining balance may be paid by credit card/debit card, cash, or check. *See procedures and restrictions (Security Deposit)

Hours and Discounts

Rental Hours

Any Rental

Tue-Sat

3:30 p.m. – 12:00 a.m.

Sun-Mon

7:00 a.m. – 12:00 a.m.

* Rentals may begin at 7:00 a.m. Monday-Friday for business functions only and depending on room availability.

Museum Hours

Entire Facility

Tue-Sat

10:00a.m. – 3:00 p.m. (Tour at 1 p.m.)

Sun-Mon/Government Holidays

Closed

City Resident and City Business Discount – Receive a 10% discount off the hourly rental of the Indoor Package, Outdoor Package, and/or Lawn Area (discount only applicable when paying standard customer rate).

*See procedures and restrictions (City Resident and City Business)

Seasonal Discount - Rentals of the Indoor Package and/or Outdoor Package on Fridays, Saturdays, or Sundays in January and February will receive a 10% discount off the hourly rental rate. Customer rate only.



City of Fairfax, Virginia

Parks and Recreation

10455 Armstrong Street – Room 123 – Fairfax, VA 22030-3630

P 703.385.7858 – F 703.246.6321 – www.fairfaxva.gov

Historic Blenheim Reservation Agreement

Applicant's Name:		Date of Birth (Must be 25+):	E-mail:
Address (Street, City, State, Zip):			
Telephone #:			
<p>In addition to the applicant, name(s) of person(s) who will be authorized to make changes or additions to the contract (Must be 25+). At least one person and their contact info must be listed below. <i>See procedures and restrictions (Authorization)</i></p>			
(1) Name:	(2) Name:	(3) Name:	
Phone:	Phone:	Phone:	
Email:	Email:	Email:	
Activity:		Date of use:	
Indoor Package:		From:	To:
Outdoor Package: (NO DJs, Bands, or Amplified Music/Sound)		From:	To:
Lawn Area Hours of Use: (NO DJs, Bands, or Amplified Music/Sound)		From:	To:
Pergola Hours of Use: (NO DJs, Bands, or Amplified Music/Sound)		From:	To:
Porch/Deck Hours of Use: (NO DJs, Bands, or Amplified Music/Sound)		From:	To:
Kitchenette Hours of Use: <i>*See procedures and restrictions (Kitchenette)</i>		From:	To:
Multipurpose Room:		From:	To:
<p>*Applicants must include any time they may need to setup or cleanup in their reservation hours. Applicants and their guests/vendors will not be granted access to rented areas until the start time on the contract. Vendors may include caterers, event planners, photographers, etc.</p>			
<p>Maximum # of people that will be in attendance at <u>any one time</u> (Events ending past 10pm and with 200+ guest will have a \$150 charge for police presence) : <i>*See procedures and restrictions (Fire Code) (Police)</i></p>			
Caterer's Name:		Caterer's Telephone #:	

1) Will alcohol be served? (\$150 charge) <i>*See procedures and restrictions (Alcohol)</i>	2) Will the event be open to the public (a private event requires a guest list and invitations)? <i>*See procedures and restrictions (Rental Restrictions)</i>	3) Is there a cost to attend the event, is there a cash bar, or are donations suggested?	4) Is the activity intended to be a fund-raising venture?	5) Will alcohol be taken or consumed outside?	6) Will the event be advertised or marketed, including social media outlets? (If so, all such advertisements or marketing materials must be shared with the parks and recreation operations staff)	7) Will there be live entertainment? <i>*See procedures and restrictions (Rental Restrictions)</i>	8) Will any outdoor cooking equipment be used (i.e. grill, smoker, etc.)? <i>*See procedures and restrictions (Outdoor Cooking Equipment)</i>
Yes / No	Yes / No	Yes / No	Yes / No	Yes / No	Yes / No	Yes / No	Yes / No
Even if alcohol is not being served, if you answered yes to numbers 2 AND 3, then you will need to apply for a business license from the City of Fairfax: http://www.fairfaxva.gov/government/commissioner-of-the-revenue/business-license-tax							
If alcohol will be served AND you answered yes to numbers 2, 3, 4, or 5 then you will need to apply for a banquet license from the State of Virginia: http://www.abc.virginia.gov/enforce/forms/banquet.pdf							

1) Will you erect a tent? <i>*See procedures and restrictions (Tents)</i>	2) Will you need time the morning of and the morning after for the setup and breakdown of the tent? (\$200 charge) <i>*See procedures and restrictions (Tents)</i>	3) Will your tent be 400 square feet or larger and have any closed sides?	4) Will your tent be 700 square feet or larger?
Yes / No	Yes / No	Yes / No	Yes / No
If you are erecting a tent AND you answered yes to numbers 3 or 4, then you will need to apply for a tent permit from the City of Fairfax's fire department (application may be faxed to 703-385-9265 or submitted in person at City Hall): http://www.fairfaxva.gov/home/showdocument?id=3797			
If renting a tent, please list company name and number:			

Credit Card #: <i>(Please list the last four digits ONLY. We will call to collect the remainder of the card number.)</i>	Expiration Date:	Security Code:
Name of Card Holder (Please Print):	E-mail of Card Holder:	
Address of Card Holder:	Signature of Card Holder:	
Phone Number of Card Holder:		

A La Carte Menu

PLEASE INDICATE THE AMOUNT THAT IS NEEDED IN THE LEFT HAND COLUMN. IF YOU DO NOT WISH TO USE ANY OF THESE ITEMS/SERVICES, PLEASE CHECK AND INITIAL THE WAIVER AT THE BOTTOM

#	<u>Complimentary Equipment</u>	<u>#Available</u>	<u>Cost</u>
	3' Diameter Round Cocktail Tables	4	N/A
	3' Diameter Round Table (Seats up to 4)	1	N/A
	5' Diameter Round Tables (Seats up to 10)	9	N/A
	6' x 2'6" Rectangular Tables (seats 3 on each side, 1 on each end)	10	N/A
	Chairs Banquet (blue)	90	N/A
	Easels	2	N/A
	<u>A La Carte Equipment</u>	<u>#Available</u>	<u>Cost</u>
	70" Sharp HD TV Monitor *See procedures and restrictions (TV Monitor)	1	\$100
	Amplified Podium	1	\$50
	Coffee Urn (Makes up to 55 Cups)	1	\$20 each
	Early Drop Off/ Storage/ Pickup *See procedures and restrictions (Early Drop Off/Storage/Pickup)	N/A	\$50
	Laptop	1	\$25
	Samson Expedition Express Indoor/Outdoor Speaker	1	\$50
	Tablecloths 90" x 132" Rectangular (Ivory) (Floor Length)	Plenty	\$16 each
	Tablecloths 60" x 104" Rectangular (Patterned Gold)	Plenty	\$12 each
	Tablecloths 60" x 104" Rectangular Tablecloth (White)	Plenty	\$12 each
	Tablecloths 120" Diameter Round (Ivory) (Floor Length)	Plenty	\$16 each
	Tablecloths 90" Diameter Round Tablecloth (Patterned Gold)	Plenty	\$12 each
	Tablecloths 90" Diameter Round (White)	Plenty	\$12 each
	<u>Waiver</u>	<u>Initials</u>	
	I do not wish to use any of these items/services		

Tours: Interpretive Center Gallery tours must be requested a minimum of 6 weeks in advance. Tours will be confirmed or declined 6 weeks prior to reservation date. Tours can only be accommodated depending on the availability of the Historic Resources staff. Interpretive Center Gallery tours do not include the historic house. Tours cost \$50 per hour per docent. **To schedule a tour during your rental, contact Andrea Loewenwarter at 703-591-6728 or andrea.loewenwarter@fairfaxva.gov.**

Policies, Procedures, and Restrictions

PLEASE INITIAL EACH POLICY INDICATING THAT YOU HAVE READ IT AND AGREE TO THE TERMS.

	Age: Applicant must submit their government issued photo ID at the time of submittal of the contract. A copy of the ID will then be made and kept on file. Applicant must be at least 25 years of age to rent with the City of Fairfax. Accepted types of ID include Drivers' License, Walker's ID, and Passport.
	Additional Rental Spaces: These areas are only chargeable when: 1) Equipment is set up in these areas (tables, chairs, etc.) 2) Decorations are set up in these areas or 3) Food or beverage is served in these areas.
	Alcohol: There is a \$150 charge to serve alcohol during your event. Separately, a banquet license must be obtained and posted at the bar throughout the event if: 1) The event is not private. Private means invitations are sent out to a specific group of people and a guest list is available. 2) There is a cost to attend the event, there is a cost for food, there is a cost for alcohol, or donations are suggested. 3) The event is a fundraiser. 4) Alcohol will be taken or consumed outside. http://www.abc.virginia.gov/enforce/forms/banquet.pdf
	Appointments: If you wish to view this facility for a potential rental, please call or e-mail: Operations Manager, Brianne Baglini- 703-385-1703, Brianne.baglini@fairfaxva.gov or Facilities Coordinator, Kaveh Tajalli- 703-293-7119, Kaveh.tajalli@fairfaxva.gov
	Arrival at the Hall: Facility management must be informed of the arrival time of the first guest/vendor. Allow enough time for vendors to set up and clean up when establishing rental time. Your contracted time is the time you will be allowed access to the space(s) you have rented. Caterers and others must be instructed not to arrive before the contracted rental time. Deliveries of rental equipment, cakes, flowers, etc., must be made during the rental period unless Early Drop Off/Storage/Pickup has been paid for and scheduled.
	Art Work: The art work remains up during ALL events.
	Authorization: Either the applicant or one of the authorized persons MUST be able to perform a walkthrough and sign the event report after the event has ended.
	Business/Non-Profit Rate: Businesses must provide a copy of their business license. Non-profits must provide evidence of their non-profit status. This rate is only applicable to eligible groups Monday-Thursday and Friday until 3:00 p.m. To receive the business/non-profit rate, ONLY the Multipurpose Room may be used.
	Cancellations: 1) If request for cancellation is sent in writing (e-mail is acceptable) 60+ days prior to the event date, applicant will receive a full refund minus a \$100 processing fee. 2) Full payment is due 60 days prior to the event date. If the request for cancellation is sent in writing (e-mail is acceptable) between 31 and 59 days prior to the event date, applicant will be refunded the security deposit only. Or, the applicant may choose to switch their date with no penalty. 3) Full payment is due 60 days prior to the event date. If the request for cancellation is sent in writing (e-mail is acceptable) 30 days or less prior to the event date, applicant will be refunded the security deposit only. Or, the applicant may choose to switch their date for a processing fee of an additional 25% of all rental charges (calculated from the bottom line, not including the security deposit or a la carte items).
	City Resident and City Business: To qualify as City Resident 1) Bride, groom, mother, father, or legal guardian of either bride or groom must reside within the City of Fairfax at the time of the signing of the reservation agreement and at the time of the event. 2) Applicant resides within the City of Fairfax at the time of signing the reservation agreement and at the time of the event. City businesses must provide a copy of their business license to be eligible for the reduced rate.
	Damages: Applicant is responsible for all damages to the property and equipment incurred by the applicant, their guests, and their vendors. Damages will be deducted from the security deposit. If costs for damages exceed the security deposit, the applicant will be billed or card on file will be charged.
	Decorations: No decorations or other items may be tacked, taped, nailed, or affixed in any way to the walls or any other surface of the building inside or out. No birdseed, rice, glitter, confetti, real flower petals on the floors, silly string, sparklers/fire works, etc., may be used inside or outside of the building. No bubbles are allowed inside the building. No fog machines of any sort or dry ice machines allowed inside the building. Balloons are not to be allowed to float to the ceiling. Failure to abide by these regulations will result in partial or full loss of security deposit.
	DJs, Bands, and Amplified Music: DJs and Bands are permitted indoors ONLY . DJs, bands, amplified music are not permitted outside. The only exception would be reserving and paying for the Samson Expedition Express speaker (must be kept at 50% volume or less). <i>There will be no for-profit events permitted that feature DJs, bands or live entertainment.</i>
	Doors: Doors leading to the outside may NOT be propped open.
	Early Drop Off/Storage/Pickup: Drop off must be scheduled for the day before the event or the morning of the event (dependent on venue's rental schedule). Drop off must be scheduled through Brianne Baglini or Kaveh Tajalli one month prior to the reservation date. Drop off items must fit in the Kitchenette with the exception of a vendor delivery. Drop off may not last more than one hour. No setup may be done during drop off. Pickup for vendor deliveries must be scheduled through Brianne Baglini or Kaveh Tajalli and will need to be done and completed between 6:00 a.m. and 10:00 a.m. the day after the reservation. Pickup for any of the applicant's/group's items must be scheduled through Brianne Baglini or Kaveh Tajalli for a one-hour timeslot between 6:00 a.m. and 10:00 a.m. the day after the event.
	Electricity/Utilities: Electricity is provided for outdoor tented events via exterior outlets at Interpretive Center; user must coordinate electrical needs during application process
	Equipment: The City of Fairfax's equipment must remain inside (we allow the 3' Round Cocktail Tables to be used outside). Any tables, chairs, etc. needed for outside must be rented through an independent vendor.

	Failure to Comply: Failure to comply with these policies and conditions will result in immediate termination of the event and forfeiture of fee and security deposit.
	Fire Code: Failure to comply with the fire code capacity for each space will result in immediate termination of the event and forfeiture of fee and security deposit.
	Ground Disturbances: The Blenheim property is archaeologically sensitive. Subsurface ground disturbances (other than tent stakes) are not permitted; tent location will be approved during the application process.
	Holidays: The venues in the City of Fairfax are not available for reservations on Christmas, Thanksgiving, and Independence Day. The holiday rate will be charged on New Year’s Eve, New Year’s Day, Memorial Day, and Labor Day.
	Inclement Weather/Conditions: The City of Fairfax will do everything within its power, within reason, to accommodate events throughout inclement weather and unforeseeable situations. Certain instances may arise in which it is unsafe for City staff to travel to the venue in question to open for the rental. In these instances, applicants will be afforded the opportunity to reschedule their event (subject to availability) or cancel with no penalties rendered.
	Kitchenette: The Kitchenette is equipped with a refrigerator, freezer, microwave, sink, warming oven, and prep space. The Kitchenette is solely for warming and preparing dishes. No cooking is permitted. The Kitchenette may only be reserved in conjunction with the Indoor Package, Outdoor Package, and/or Lawn Area.
	Liability/Injuries: Applicant is responsible for all injuries to guests. Upon evaluation of the nature of the rental, the City may require the User to furnish a “Certificate of Insurance for Public Liability Insurance” in the limit of \$500,000. The applicant will save harmless the City of Fairfax, the lessor and the City’s and lessor’s officers, employees, and agents on any and all claims whatsoever arising out of the use of Historic Blenheim, including any liability for death, personal injury, or property damage, where incurred by the lessor, lessee (or member if lessee is an organization or group) or any and all third parties. https://www.vrsa.us/wp-content/uploads/2019/08/VRSA_TULIP.pdf
	Minimal Rental: All rentals must include either the Indoor Package, Outdoor Package, or the Lawn Area. Other areas cannot be rented unless in conjunction with the rental of the Indoor Package, Outdoor Package, or the Lawn Area.
	Modification: City reserves the right to modify procedures, restrictions, and related guidelines as circumstances dictate.
	Moon bounces: Moon bounces are not permitted at Historic Blenheim.
	Open Flames: Any flames rising higher than their container are not permitted. Sparklers and other types of fireworks are not permitted inside or outside the building.
	Outdoor Cooking Equipment: Outdoor cooking equipment must be approved by Operations Manager, Brianne Baglini, or Facilities Coordinator, Kaveh Tajalli. If approved, the equipment must be kept 30 feet away from the building (staff will direct you to the appropriate spot). Equipment owner must list the City of Fairfax as additionally insured on their insurance policy and this policy must be presented to management staff prior to event date. A fire extinguisher must be kept with the cooking equipment at all times.
	Parking: There are 34 paved parking spots and the capacity for 16 overflow parking spots in the Lawn Area. Parking in fire lanes and double parking are not permitted.
	Permit Modification: Customers must fill out a permit modification form in order to amend permits in any way. All charges are due upon changes if within 60 days of the event date. http://www.fairfaxva.gov/home/showdocument?id=11329
	Personnel: The City will provide staff to monitor the City’s building during rentals.
	Police: Renters will be required to contract City Police officers for their event if the end time is past 10:00 p.m. and there are 200+ guests. Arrangements will be made through the Parks and Recreation Department and will include a \$150 charge. <i>Renters are not permitted to provide their own security.</i>
	Rehearsals: A one hour rehearsal (for weddings only) may be scheduled on a date prior to your reservation (based on availability) starting any time between the hours of 3:00 p.m. and 5:00 p.m. The space must be used as is and there is a \$100 charge for this use.
	Rental Restrictions: The City will not permit the following events to take place: <ol style="list-style-type: none"> 1. Non-City residents hosting events open to the public unless they are classified as a non-profit, business or government entity. 2. Rentals that are open to the public with live entertainment and require a fee (i.e. cover charges, pre-sale tickets)
	Repeat Renter Discounts: After 3 rentals of Historic Blenheim Monday-Thursday, every additional rental of Historic Blenheim Monday-Thursday after that within a 12 month period receives a 20% discount from the hourly rate of the Indoor Package, Lawn Area, Pergola, Porch/Deck, and Outdoor Package (does not include security deposit). After 2 rentals of Historic Blenheim Friday-Sunday, every additional rental of Historic Blenheim Friday-Sunday after that within a 12 month period receives a 20% discount from the hourly rate of the Indoor Package, Lawn Area, Pergola, Porch/Deck and Outdoor Package (does not include security deposit). Discount is applicable for customer rate and business/non-profit rate only. Discounts are offered in sequential order (i.e. if customer rents August 4th, August 11th, August 18th, and August 25th, discount would apply to August 25th only). Repeat renter discount cannot be combined with any other discount. Payment is due on the first of each month for that month (i.e. on June 1st, payment for the month of June is due). Cancellations will be refunded in full unless cancellation is made 7 days or less prior to the reservation date in which case there will be no refund.
	Reservations: Applications for reservations will be accepted on a first-come, first-served basis. The City reserves the right to cancel reservations if agreement circumstances change or for a reasonable cause. All fees are due 60 days prior to the event date. Applicant must be at least 25 years of age and accepts responsibility for supervision throughout the period covered by the agreement. Proof of age is required. Rentals are taken up to 2 years in advance. Name(s) of person(s) who will be on the scene and in charge during the rental must be identified to the Facility Management individual present. Only those parties specified by applicant, in addition to the applicant, will be permitted to make additions or changes to the signed agreement. Any unused time within the reserved hours will not be refunded.
	Restroom Facilities: Historic Blenheim provides ADA compliant restrooms.

	<p>Security Deposit: Security Deposit is due at the time of reservation and will be reimbursed upon satisfactory completion of the agreement. Security Deposit must be paid with a major credit card/debit card (Amex, Mastercard, Discover, Visa). The remaining balance may be paid by credit card/debit card, cash, or check. Charges for damages, lack of required cleaning, or violation of the agreement, will be deducted from the deposit. Applicants exceeding their reserved time will be charged the applicable hourly rate. Any charges in excess of the deposit will be billed to the applicant or card on file will be charged. The security deposit is refunded to the individual/organization that made payment. Credit cards used to pay for the security deposit will be automatically charged for full payment 60 days prior to the event unless the applicant specifies that they wish to pay by a different form. The same card used to pay for the deposit will be refunded after the event assuming that there are no damages and all policies are followed.</p>
	<p>Service Animals: Service Animals as defined by the ADA (https://adata.org/publication/service-animals-booklet) are permitted, but Emotional Support Animals and/or Comfort Animals are not permitted.</p>
	<p>Setup & Clean-up: The diagram of your setup MUST be turned in 5 business days prior to your rental. All A/V and sound requirements must be established at this point also – NO EXCEPTIONS. Last minute additions may not be able to be accommodated. City staff will set up tables and chairs prior to event and will assist in setting up A/V upon arrival. If your event requires a transition in the layout (i.e. switching from ceremony setup to reception setup) one City staff member will be available to help. Thus, applicant should have multiple people designated to help if they would like the switchover to happen in an efficient manner. Applicant must include any time they may need to set up or clean up in their reservation hours. Applicants and their guests/vendors will not be granted access to rented areas until the start time on the contract. Vendors may include caterers, event planners, photographers, etc. Applicant or applicant’s caterer will be responsible for setup that ensures minimizing the chance of damage to the building, grounds, driveway, and walkways. Protective covering or bar mat must be put on the floor at points where beverages or ice containers are located. All liquids and/or ice must be contained in watertight containers (not trash bags). Applicant or applicant’s caterer must remove all food, equipment, and property during the reserved hours. All trash and decorations must be cleaned up and placed in designated trash receptacles. The City will provide trash receptacles and bags. Building must be left in same condition it was found in (including hallways, restrooms, and Kitchenette). All guests must vacate by the end of the reserved hours. Any unused time within the reserved hours will not be refunded.</p>
	<p>Smoking: Smoking is not permitted inside the building. Smoking is permitted outside the building, but smokers must be at least 25’ from public entrance doors. Smokers must use ash urns provided on site.</p>
	<p>Tents: If you are erecting a tent, taking it down, and removing it within your reserved hours, there is no tent charge. If you need time the morning of and the morning after for the setup and breakdown of tent, there is a \$200 tent charge. Applicants will be assigned a 3.5 hour timeframe to erect their tent the morning of their event. The timeframe will be either 6:30 a.m. – 10:00 a.m. or 11:30 a.m. – 3:00 p.m. (based on venue’s schedule). Applicants will also be assigned a 3.5 hour timeframe to break down their tent the morning after their event. The timeframe will be either 6:30 a.m. – 10:00 a.m. or 11:30 a.m. – 3:00 p.m. (based on venue’s schedule). Timeframes will be assigned as soon as permit is processed.</p>
	<p>TV Monitor: The TV monitor is HDMI compatible. Applicant must provide a converter if device does not have an HDMI output. We always suggest scheduling a dry run the week before the event if possible.</p>
	<p>Violation of Law: Violation of any laws prevailing in the City of Fairfax by any person while in attendance will be sufficient grounds for termination of the event, with forfeiture of fee and security deposit.</p>
<p>The applicant will use the premises exclusively for the use stipulated above, and will assume complete responsibility for all activities connected to the use of the center. The applicant will comply fully with all federal, state, and local laws and regulations governing the premises and conduct of the lessee and its guests.</p> <p>COURT ENFORCEMENT</p> <p>The applicant will save the City of Fairfax, the lessor and the City of Fairfax’s lessor’s officers, employees, and agents completely harmless on any and all claims whatsoever arising out of the use of Historic Blenheim including any liability of death, personal injury or property damage, whether injured by the lessor, lessee (or member if lessee is an organization or group) or by any and all third parties.</p> <p>PAYMENT AND RESERVATION</p> <p>This agreement, accompanied by fee, and ID must be signed by the applicant (who must be 25 years or older) and approved by the City of Fairfax before the reservation can be confirmed. Security Deposit must be paid with a major credit card/debit card (Amex, Mastercard, Discover, Visa). The remaining balance may be paid by credit card/debit card, cash, or check. Full payment is due 60 days prior to the rental date. At this time, the credit card used to pay for the security deposit will be automatically charged unless instructed otherwise by applicant. I have read this agreement and agree to abide by the terms.</p> <p>SIGNATURE: _____ DATE: _____</p>	

How did you find out about us?
