

**APPLICATION FOR THE USE OF THE HISTORIC BALLENGER HOUSE**

1. Name: \_\_\_\_\_
2. Date of Rental: \_\_\_\_\_
3. Purpose of Rental: \_\_\_\_\_
4. Hours of Rental: \_\_\_\_\_
5. I am aware that wines and champagne punch are the only alcoholic beverages allowed in, or on the grounds of the Historic Ballenger House.
6. I am aware that all fees must be paid in advance. Confirmation of rental of the Historic Ballenger House is when the rental check provided clears the bank.

**The base fee for this occasion, declared by the Seneca Woman’s Club Representative is \$\_\_\_\_\_**

7. Additional items available for rent will have additional fees. In the case of linens the cost includes laundering as Seneca Woman’s Club linens will not leave the house. Call either Debbie at 324-8417 or Ruth at 882-7162 to rent these additional items:
  - One large cloth for the dining room table is \$25.00
  - Thirteen small cloths for card tables is \$6.00 per cloth
  - Thirteen small vases clear or milk-glass is \$1.50 per vase
8. No cooking will be done on the premises, only warming of foods.
9. I understand that the Seneca Woman’s Club may adjust the fees annually or as needed.
10. I understand and will abide by the rules attached hereto.

**Read the 33 Requirements and Rules prior to signing this form.**

A key to the house may be picked up early on the day of the rental at **505 S. Townville St, Seneca**, unless other arrangements are made in advance. Two checks are required in advance, the base fee and the refundable deposit of \$150.00. See rules 4 and 5 of the Requirements and Rules pertaining to the deposit. You are informed that if the premises are not cleaned properly and/or if damages exceed the deposit, further charges will be your responsibility.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_