

Holy Family Catholic Church

HOLY FAMILY ACTIVITY CENTER

Website: <http://www.holyfamilybulldoglake.com/centerrental.html>

Wonderful lakeside event location for:

Anniversaries
Auctions
Car Shows Craft Sales
Dancing Dinners
Family Reunions
Flea Market
Graduation Parties
Holiday Events
Meetings
Parties
Showers Swap Meets
Weddings & Receptions

Spacious hall accommodates up to 300 people

Full Kitchen
Bar with Beer & Set-ups
Air-conditioning
Sound System
Beautiful Lake Views

For immediate information please contact Center Manager

Virginia (Gigi) Hill

tvhill@brainerd.net

320-277-3617 (home)

320-630-2755 (cell)

HOLY FAMILY ACTIVITY CENTER

RENTAL POLICY

Decorations:

- For all events at the Activity Center the renting party is responsible for providing all of the decorations and will complete decorating the day before or the day of the event and must be coordinated with the Activity Center Manager.
- The renter will provide the wedding cake, cutters, cake plates, napkins and servers.
- Setting up of the head table, the servers, waitresses and decorating of the head table is the renter's responsibility.

Bar Area:

- The bar area may be used for a free bar at the reception, must be cleaned up by the renting party prior to 7:30 PM.
- The renting party is responsible for bringing all of the mix, ice, glasses, liquor and beer for the free bar.
A beer tapper is available for keg beer.
- The bartenders for the free bar are to be supplied by the renting party.
- At 7:30 PM there will be NO free beer or set-ups available to the guests. The Activity Center Staff will take care of the bar beginning at 7:30 PM. This is always a cash bar with beer and set-ups available.
- If alcohol is supplied or brought into the Center the renter MUST supply a bartender to mix drinks. NO bottles are allowed on the tables and MUST be kept at a separate bar under the control of renter's bartender.
- Security protection is required by the Hall.
- The bartenders and security guards are instructed to verify the legal age of patrons when in doubt. If no identification, patron will not be served.
- The renter is responsible for hiring Bands, D.J's, Musicians, etc.

Any questions or concerns please contact the Activity Center Manager

Virginia (Gigi) Hill 320-277-3617 (home) or 320-360-2755 (cell)

HOLY FAMILY ACTIVITY CENTER

RENTAL CHARGES / FEES

All Events will require a deposit/damage fee of \$300

Contract for the event will be signed along with the deposit; at that time event will be placed on the calendar

If for any reason the event is cancelled or changed after scheduling the fee will be negotiated as to whether it will be returned or not

Determination will be made by Activity Center Manager.

Rental Charge of \$300 for 1 day event

- Birthday or Anniversary Parties
- Dinners or Special Meetings
- Miscellaneous Events

(This will include set-up of tables & chairs)

**If an additional day is needed for decorating
an additional charge of \$50/day**

**Use of Kitchen - \$100/day
(Unless using the Holy Family Ladies Auxiliary)**

Any questions or concerns please contact the Activity Center Manager

Virginia (Gigi) Hill 320-277-3617 (home) or 320-360-2755 (cell)

HOLY FAMILY ACTIVITY CENTER

WEDDING RECEPTIONS

Rental charge for use of the Hall will be \$1,200.

Includes:

- Insurance coverage for event @ Hall
- Set-up of tables & chairs
- Day before & after to decorate & remove
- Use of Walk-in Cooler
- 2-Tappers available for Kegs
- Freezer to store ice
- Large Refrigerator available in Kitchen

Use of Kitchen:

- No charge if Holy Family Ladies Auxiliary catering
- Charge of \$300 for individuals or other caterers

Due to liability issues the following items are not available for use:

- **Meat Slicer**
- **Large Hobart Mixer**
- **Dish Sanitizer**

Glass plates, cups & glasses are only available for the head table

All other guests will use paper products provided by renter

The following kitchen items may be used for your event:

- Silverware & cups (for head table only)
- Stove & Ovens
- Roasters
- Coffee Pots
- Large serving trays & large bowls

Please clean kitchen & leave it as you found it

Any questions or concerns please contact the Activity Center Manager

Virginia (Gigi) Hill 320-277-3617 (home) or 320-360-2755 (cell)

HOLY FAMILY ACTIVITY CENTER

WEDDING RECEPTIONS

Bar Area Prior to 7:30 PM:

- The bar area may be used for a free bar at the reception, but must be cleaned up by renting party prior to 7:30 PM.
- The renting party is responsible for bringing all of the mix, ice, glasses, liquor and beer for the free bar.
Two beer tappers are available for use.
- The bartenders for the free bar are to be supplied by the renting party.

Bar Area At 7:30 PM:

- **NO free beer or set-ups available to the guests**
- **The Activity Center Staff has the bar beginning at 7:30 PM**
- **This is always a cash bar (beer is \$3/can, set-ups are \$1.50)**
- If alcohol is supplied or brought into the Center the renter **MUST** supply a bartender to mix drinks
- **NO** bottles are allowed on the tables and **MUST** be kept at a separate bar under the control of renter's bartender

Security protection is required & provided by the Hall:

- The bartenders and security guards will verify the legal age
 - If no identification, patron will not be served.
- Additional charge for Security Guards & Bartenders
 - 100 people / guard & bartender
- Security Guards @ \$75/guard & Bartenders @ \$50/bartender
- The renter is responsible for hiring Bands, D.J's, Musicians, etc.

Any questions or concerns please contact the Activity Center Manager

Virginia (Gigi) Hill 320-277-3617 (home) or 320-360-2755 (cell)

HOLY FAMILY ACTIVITY CENTER
CATERING OPTIONS AVAILABLE:

HOLY FAMILY LADIES AUXILLARY
(Menu Attached)
(Judy Brau)
218-764-2655

DAN'S CATERING COMPANY
(Dan & Angel Oehrlein)
Cell: 218-851-7643
Home: 320-692-4482

HERBIE'S BAR
(John Gorka)
320-632-3442

TINY'S TAVERN
(Jackie)
320-468-60673
Cell: 320-241-9676

**If interested in any of these catering options
please contact us, or you may provide your own catering**

Any questions or concerns please contact the Activity Center Manager

Virginia (Gigi) Hill 320-277-3617 (home) or 320-360-2755 (cell)

**HOLY FAMILY CHURCH
HILLMAN, MN
LADIES AUXILIARY**

MENU SELECTIONS

PORK LOIN DINNER

(Seasoned boneless pork loin)

Choice of Potatoes

Choice of Vegetable

Coleslaw

Dinner Roll

Coffee - Juice

OR

CHICKEN DINNER

(Oven fried chicken)

Mashed Potatoes & Gravy

Dressing

Choice of Vegetable

Coleslaw

Dinner Roll

Coffee – Juice

\$11.00 per plate for above selections

\$12.00 per plate if you'd like to include Ham

Additional charge for dessert or punch

Punch Bowls are available for use

Please bring containers for any leftovers

Down payment of \$100 at time of reservation

Menu & Dinner count must be received two weeks prior to event

with remaining payment for food at this time

Any questions or concerns please contact the Activity Center Manager

Virginia (Gigi) Hill 320-277-3617 (home) or 320-360-2755 (cell)

HOLY FAMILY ACTIVITY CENTER

AGREEMENTS / CONTRACTS

Rental Agreement

Form to be completed when reserving the Hall
Damage/Reservation Deposit must accompany form
Event will be placed on Calendar as soon as Activity Center Manager
receives payment of \$300

Facility Usage/Indemnity Agreement

Form to be completed when renter has their own insurance coverage

Liability Control – Voluntary Release Form

Form to be completed prior to event by Renter
Complete form & return to Activity Center Manager

Insurance Coverage

Form to be completed and returned to Diocese of Duluth at least 15
days prior to event – this form will be done by the Activity Center
Manager

Any questions or concerns please contact the Activity Center Manager

Virginia (Gigi) Hill 320-277-3617 (home) or 320-360-2755 (cell)

HOLY FAMILY ACTIVITY CENTER

RENTAL AGREEMENT

It is agreed between Holy Family Activity Center and

To rent the Activity Center Hall on _____

For the purpose of _____

The charge for the rental of the Hall is _____

A deposit of \$300.00 is payable upon signing this contract.

This deposit is not part of the rental charge for the Hall.

This deposit holds the date for the event and used as damage deposit and the \$300 will be returned following event if no damage.

Be it understood that deposits are not refundable if the function is cancelled by the renter.

The Activity Center is not responsible for lost items or articles stolen or left after the event. Damages to the building or property will be charged to the renter.

The renter is responsible for the conduct of the guests. Minors must be under adult supervision at all times

I understand that this Rental Agreement is binding between Holy Family Activity Center and myself.

Virginia Hill
Activity Center Manager

Renter:

Virginia (Gigi) Hill

23351 N Platte Lk Rd

Hillman, MN 56338

320-277-3617 (home)

320-630-2755 (cell)

HOLY FAMILY ACTIVITY CENTER

FACILITY USAGE/INDEMNITY AGREEMENT

PARISH: HOLY FAMILY CHURCH (BULLDOG LAKE)

(PARISH is understood to include the Arch/Diocese of DULUTH)

FACILITY USER: _____

DATES OF FACILITY USAGE: _____

TYPE OF FACILITY USAGE: _____

- The above name FACILITY USER agrees to defend protect indemnify and hold harmless the above named PARISH against and from all claims arising from the negligence or fault of the above name FACILITY USER or any of its agents, family members, officers, volunteers, helpers, partner, organizational members or associates which arise out of the above identified FACILITY USAGE at the above named PARISH.
- FACILITY USER agrees to provide a certificate of insurance to the PARISH, which provides evidence of general liability coverage of not less than one million dollars (\$1,000,000) per occurrence. FACILITY USER also agrees to have the PARISH named as an "Additional Insured" on its general liability policy for the DATE(S) OF FACILITY USAGE in relationship to the TYPE OF FACILITY USAGE for claims which arise out of FACILITY USER'S operation or are brought against the PARISH by FACILITY USERS' employees, agents, partners, family members, students, customers, function attendees, guests, invitees, organizational members or associates. FACILITY USER also agrees to ensure that its liability insurance policy will be primary in the event of a covered claim or cause of action against PARISH.
- If and only if FACILITY USER fails to comply with the above (second) paragraph, then the above named FACILITY USER agrees to protect, defend, hold harmless and fully indemnify the above named PARISH for any claim or cause of action whatsoever arising out of or related to the usage which takes place during the above identified DATES(S) OF FACILITY USAGE that is brought against the PARISH by the above named FACILITY USER or its employees, agents, partners family members, students, customers, function attendees, guests, invitees, organizational members or associates, even if such claim arises from the alleged negligence of the PARISH, it employees or agents or the negligence of any other individual or organization. If any sentence or paragraph of this agreement is held invalid, it is agreed that the balance thereof, shall continue in full legal force and effect.

SIGNED BY: _____

(Must be an official agent of FACILITY USER)

NAME (Please Print): _____

DATE: _____

HOLY FAMILY ACTIVITY CENTER

LIABILITY CONTROL

VOLUNTARY RELEASE FORM

ASSUMPTION OF RISK AND INDEMNITY AGREEMENT

**PARISH: HOLY FAMILY CHURCH
1182 COUNTY ROAD 8
HILLMAN, MN 56338**

DATE: _____

DESCRIPTION OF ACTIVITY: _____

Each undersigned person requests and is granted permission to make use of the parish facility for the intended purpose described above.

In consideration of "permissive entry" to the facility, each of the undersigned, their personal representatives, heirs and assigns, DO HEREBY:

1. RELEASE, DISCHARGE AND COVENANT NOT TO SUE the above named parish and the Diocese of Duluth for any and all claims and liability arising out of strict liability or ordinary negligence of releasee or any other user of the facility which cause the undersigned injury, death or property damage and further agrees to hold releasee harmless and indemnify releasee from any claim judgment or expenses releasee may incur by participation in the described activity.
2. UNDERSTAND that participation in the described activity involves danger and risk or injury. The inherent danger is understood and voluntarily assume.
3. ACKNOWLEDGE that the undersigned are aware of equipment and safety regulations and will comply with each regulation ASSUMING ALL RISK for themselves and all liability to others for failure to do so. No oral representations or inducements have been made to obtain signatures on this agreement. If any portion of this agreement is held invalid, it is agreed that the balance thereof, shall continue in full legal force and effect.

I HAVE READ THIS DOCUMENT. I UNDERSTAND IT IS A RELEASE OF ALL CLAIMS. I UNDERSTAND I ASSUME ALL RISK INHERENT IN THIS ACTIVITY. I VOLUNTARILY SIGN MY NAME EVIDENCING MY ACCEPTANCE OF THESE PROVISIONS.

HOLY FAMILY ACTIVITY CENTER
OVERNIGHT ACCOMODATIONS
BULLDOG LAKE CRAFT & RETREAT CENTER

Located on the grounds of Holy Family
Facility is available to rent for overnight & weekend stays

Check rates & availability on their website:

www.BulldogLakeRetreats.com

Jan Hartmann

320-630-5474

janicechartmann@gmail.com

MILLE LACS CASINO HOTEL

1-800-468-3517

Located 14 miles west of Holy Family
Overnight accommodations available & they will provide shuttle
service to & from Holy Family

OVERNIGHT CAMPING

Campers & RV's may park overnight

No hook-ups available
Need to let Activity Center Manager know if interested

Any questions or concerns please contact the Activity Center Manager

Virginia (Gigi) Hill 320-277-3617 (home) or 320-360-2755 (cell)