



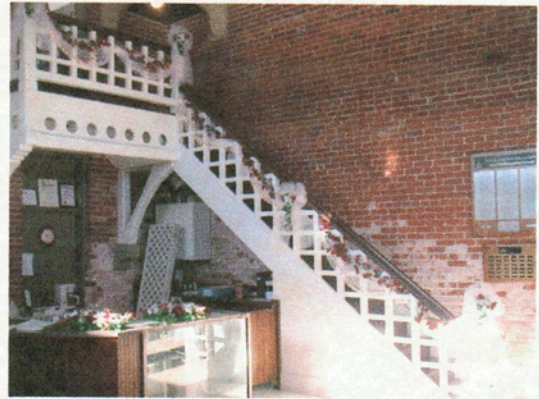
This party seated 70 in the main gallery



Building Capacity is rated at 190



The gift gallery is perfect for a buffet



Imagine the stair case possibilities

Photos shown only as examples of one wedding's use of the Pump House space. The Pump House does NOT provide decorating, catering, or set up services. The Pump House provides tables, chairs, and can recommend several caterers.

RENTAL RATES

MONDAY-TUESDAY-WEDNESDAY-THURSDAY..... \$ 200

FRIDAY-SATURDAY-SUNDAY.....\$ 300

Prices do not include an additional and returnable \$100 cleaning deposit

Visit the Pump House for a complete rental agreement

*Ask about affordable **hourly** meeting rates*

A \$150 DEPOSIT SECURES YOUR DATE – CALL THE PUMP HOUSE TODAY

THE PUMP HOUSE IS ART

PUMP HOUSE CENTER FOR THE ARTS

(740) 772-5783

P.O. BOX 1613 ENDERLIN CIRCLE YOCTANGEE PARK CHILLICOTHE OHIO
45601

pumpart@bright.net

RENT THE PUMP HOUSE FOR YOUR WEDDING

*The most memorable day of your life demands a setting...
...as beautiful as the bride...
...as charming as the groom...
...as traditional as the wedding ceremony...*



*Only the Pump House can combine...
...the tradition of a historical landmark...
...the charm of a modernly preserved building...
...and the beauty of original art
from this area's most talented artists...
...at rates you'll find competitive!*

Rental Agreement Form

Enderlin Circle, Yoctangee Park

P.O. Box 1613

Chillicothe, Ohio



Pump House Center for the Arts

www.pumphouseartgallery.com

pumpart@bright.net

740.772.5783

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Event: _____

Event Date	Set-Up Time	Check-Out Time	Rental Fee	Deposit	Total Rental Fee
			\$	\$	\$

Capacity: Maximum capacity (standing) for the building is 190 people. The Exhibit Gallery will comfortably seat 120 people and The Mezzanine will seat 48 people.

Rates: The rental fee entitles the renter the use of the facility at the times indicated. Rental includes use of tables and chairs. (The Pump House only has rectangular tables.) Setup time is **not** included with your rental time on the event date indicated. For setup on day(s) prior to the event inside the Pump House and/or use of the parking lot (tent setup, cookout setup, etc.) is an additional \$100. There is **no** additional charge for the use of the Pump House Lawn.

Deposit: A deposit is required to confirm **all** reservations.

Rental Rates – Total of 7 Hours	
Monday – Thursday	\$200
Friday – Sunday	\$300
(each hour after 7 hours is an additional \$50)	
Hourly Rental	\$100
Non-Profit Hourly Rental	\$75

Rental Deposits	
Sunday – Saturday	\$150
(30-day notice of cancellation for full refund)	
Hourly Rental	\$100
(14-day notice of cancellation for full refund)	
Non-Profit Hourly Rental	\$75
(30-day notice of cancellation for full refund)	

Renter Responsibilities: Renters or caterers are responsible for cleanup of the building. (Mop and vacuum the floors and rugs, check restrooms.) An additional \$100 cleaning fee will be charged if failed to do so. Renter will be responsible for all property of the Pump House. Renter agrees to pay for any damage to the property, and for any missing or damaged Exhibit or Gift Gallery items. Wall hangings and stationary items are **not** to be moved. *Only Pump House staff may move gallery items.* Renter is responsible and liable for injuries to any persons involved in the event, and will hold harmless the Pump House Center for the Arts. Tables and chairs must be set up and taken down by the renter or caterer.

Restrictions: **No** smoking, tapered candles, firecrackers, helium balloons, rice, birdseed, confetti, or animals permitted inside the building. Please do **not** leave the doors propped open during the event. Decorations can only be attached to the property with Pump House White Tak n’ Stick. Only drafting tables are permitted on The Mezzanine. Renter must be on the premises during the entire rental event. The Pump House hours are Tuesday through Friday, 11:00 – 4:00, Saturday through Sunday, 1:00 – 4:00, and Closed on Monday.

Signatures:

Renter: _____ Date: _____

PH Staff: _____ Date: _____