

BOONE COUNTY HISTORICAL SOCIETY

AGREEMENT RULES AND CONTRACT FOR CRAGUN HOUSE

The Cragun House, 404 W. Main Street in Lebanon, is available for use for your meeting or event. The BCHS requires a donation for usage to maintain the integrity of the house. These rules are to maintain this 100+ year old treasure and still allow your group to enjoy the house. Tours of the house can be arranged to coincide with your event. A tour of the house is contingent on volunteer availability, as the BCHS is a volunteer organization. To schedule usage or touring the house contact: Judy Walburn at 765-482-0870

As users of the Cragun House we agree to abide by the following house rules and usage donations:

1. **NO SMOKING** is allowed in the Cragun House.
2. **NO HOUSE ARTICLES** (Linens, tablecloths, china, glassware or silverware) may be used during the event. These are all irreplaceable antiques and should not be disturbed.
3. **DO NOT ENTER** the basement or attic. These floors will be locked. Usage of the Cragun House applies to the **FIRST FLOOR ONLY!**
4. **ALL TRASH** should be placed in your own trash bags and taken with you when you exit the house.
5. **NO ALCOHOLIC BEVERAGES** are allowed.
6. **ONE RESPONSIBLE MEMBER** of the group must remain in the house at all times – at no time should the house be unoccupied.
7. **NO CONFETTI** please.

Suggestion Reservation: \$60 for the first 2 hours and \$15 every hour thereafter. \$30 for a one hour meeting. A deposit is required on all reservations. (50% of the total fee)

To use the Cragun House please contact the above mentioned contact or call 765-483-9414. By signing this form you are agreeing to the house rules and suggested donations and will be responsible for any damages.

Please print.

Name	Address	Phone
Date of Event	Type of Event	Times to include set up & tear down
Tour: # of people	Deposit	Total Donation

Please sign this contract, enclose a check payable to the Boone County Historical Society and mail to:

Attn: Reservations
 BCHS
 P.O. Box 141
 Lebanon, IN 46052

 User's signature/Date

 BCHS's representative/Date