

## **THE BRANFORD HOUSE USE AGREEMENT**

This House agreement is made between the Branford House Mansion, located on the UCONN's Avery Point Campus Groton, Connecticut, and the client,  
(First and Last names) \_\_\_\_\_, of  
(address) \_\_\_\_\_, and (phone  
number) \_\_\_\_\_.

### **EVENTS:**

The client wishes to use the Branford House in accordance with the terms of the agreement.

Therefore, the parties to this contract agree to the following:

### **DATE:**

The client has the right to use the facility on \_\_\_\_\_ in accordance with the specifications detailed in the house rules and regulations, and The Branford House has the right to terminate its obligations under this agreement if the client fails to submit payment of fees in a timely manner as stated in the terms of the agreement.

### **FEES:**

\*The client shall pay the University of Connecticut a user fee for the Branford House in the amount of \$ \_\_\_\_\_ of which \$ \_\_\_\_\_ ( 50% non-refundable reservation deposit) is paid. Please make all checks payable to the University of Connecticut .The type of event being held is a \_\_\_\_\_.

\*The reservation deposit is Non- Refundable.

\*The balance of \$ \_\_\_\_\_ is payable on or before \_\_\_\_\_ and must be a certified bank check.

\*The client has usage of the Mansion for 10 consecutive hours.

### **Security:**

The University of Connecticut has 24 hour campus police protection. If your group should request additional security for your event, you MUST contact Master Srgt. Morin at 860 405-9088 for more information.

**RULES AND REGULATIONS:**

I (the client) \_\_\_\_\_ have read and agree to the rules and regulations of the Branford House Mansion for my event.(initial \_\_\_\_\_), and (date \_\_\_\_\_).

Signature \_\_\_\_\_.

**EVENT INFORMATION:**

Caterer: \_\_\_\_\_ phone# \_\_\_\_\_

Liquor Provider: \_\_\_\_\_ phone# \_\_\_\_\_

#of Guests: \_\_\_\_\_

Is a tent being used? \_\_\_\_\_, if yes, all tents need to be set up the day of the event!

Do you need power for outside? \_\_\_\_\_

**For additional information, please contact the Branford House Manager Katherine Pollard at 860-405-9072.**

**Branford House Manager  
UCONN Avery Point  
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Groton, Ct. 06340  
[www.averypoint.uconn.edu/branford.htm](http://www.averypoint.uconn.edu/branford.htm)**