

## **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. The type of event being held is a \_\_\_\_\_.

\*The reservation deposit is Non- Refundable.

\*The balance of \$ \_\_\_\_\_ is payable on or before \_\_\_\_\_.

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

### **Damage and Cleaning Deposit:**

The client shall pay the University of Connecticut a damage deposit of \$500.00, 30 days prior to the event,(date due) \_\_\_\_\_, to insure proper clean-up of the mansion , grounds, and equipment, and to cover any damages caused by the client, guests, vendors or caterer. Within 10 days after the event, the check will be refunded if no damage has occurred. If damage has occurred, an itemized letter will be sent detailing cost and expenses if in excess of the damage deposit.

**Security:**

**The University of Connecticut has 24 hour campus police protection. If your group should request additional security for your event, you MUST contact Sgt. Riordan 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\_\_\_\_\_.**

**WEDDING 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 at 860-405-9072.**

**Branford House Manager**

**UConn\_Avery Point**

**1084 Shennecossett Road**

**Groton, Ct. 06340**

**[www.averypoint.uconn.edu/branford.htm](http://www.averypoint.uconn.edu/branford.htm)**