



Community Center Rental Agreement

Distributed: _____
DPW ~ Special Instructions: _____
Police Dept ~ Notes: _____

Non-Refundable
 \$ _____ Reservation Fee
 Paid _____
 (\$50.00 Non-refundable) _____

Rental Fee (50% Due at Reservation)
 \$ _____
 Paid _____
 \$ _____ Due by _____
 Paid _____

Security Deposit
 \$ _____ _____ Bags (\$1.00)
 Paid _____
 With Alcohol No Alcohol

Rented To _____ Address _____ City _____ Zip _____

Date(s) Reserved: _____ Renter's Phone#/Email _____

Purpose/Function/Event _____ (Garbage is **not** removed by the City. You are responsible to bring your own garbage bags and take garbage when event is completed.)

Rentals with Alcohol

Host Liquor Liability Coverage Received

Driver License/ID# _____ Expiration _____ State (if not Michigan) _____

Security Guards are the responsibility of the renter

I understand that the event must not start without Security Guards present and the event will end promptly at MIDNIGHT. The Guards are required to remain present until all guests have vacated the premises. Failure to meet all of these requirements will result in forfeiture of the entire deposit, and the event will be shut down immediately.

Request To Set Up Night Before Yes No Times: _____ to _____

The Entire Rental Fee and Host Liquor Liability Coverage (if applicable) Are Due In Full 30 Days Before Rental: I hereby declare and affirm that I am of legal age to enter into this agreement for myself, other person or persons private or otherwise, families, community service organizations, clubs, unions, other organizations and/or activity and that by affixing my signature to this document do hereby render the conditions of this agreement binding on myself and the above named if other than myself.

- A. Lessor (City of Grant) shall not be liable for any personal injury or property damage occurring on or to the demised premises or to any persons thereon resulting from (1) a loss of property by theft or burglary, (2) accidental damage to person or property on or about the premises from the use of any utility on the premises, (3) any damage caused by action of the natural elements, or (4) damage or injury resulting from the conduct of the employees of lessee, whether negligent or otherwise. Lessee shall not make any claim against lessor for any loss or damage described herein.
- B. Lessee (Renter) shall be responsible for timely securing required insurance **Certificate of Host Liquor Liability** (if applicable), to the repair or replacement of the premises or property thereon necessitated by any damages caused by the above circumstances, and if the injury was not insured against, lessee shall repair the demised premises or replace or repair property thereon as the sole expense of lessee.
- C. Lessor shall not be liable in any manner for any loss, injury, or damage incurred by lessee from acts of theft, burglary, or vandalism committed by either identified or unidentified parties.
- D. Lessor shall not be liable to lessee, or the agents, employees, customers, patrons, visitor, or guests of lessee for any injury or death occurring in or about the demised premises or the sidewalks or alleys adjoining the premises, and lessee shall indemnify lessor against all claims by any agents, employees, customers, patrons, visitors, or guests of lessee.

I (we) assume full responsibility for damage and agree to pay for any such damage to the building and/or equipment. Upon termination of use of the premises and equipment I (we) **agree to restore said premises to the condition it was in at the time of occupancy** (reserved date), i.e., **to leave floors, tables, kitchen facilities** (not included in rental), **restrooms, entries, vestibule, building grounds, and adjacent walkways in a clean and acceptable order**; that all trash and garbage be removed from premises. I (we) further agree to have the building equipment and grounds **clean and vacated by 2:00am otherwise the building deposit will be forfeited** in part or in whole to the City of Grant. It is understood and I (we) agree, that should the building equipment and/or grounds be left in an unacceptable condition (to be determined by Inspecting Official) all monies of deposit shall be forfeited and non-refundable.

Further, 50% of rental fee will be forfeited and non-refundable should I (we) cancel the reservation less than 15 days prior to the reserved date shown on this agreement unless other arrangements have been made with the City Official. Rental amount must be paid in full 30 Days prior to the reserved date(s) shown. _____

- ✓ Initials A Copy Of The Noise Ordinance #44 Has Been Given To And Received By Renter/Representative.
City Ordinances Are Strictly Enforced At ALL Times, Including Community Building Rentals
- ✓ Initials The Building will be checked before & after the rental. Damage or complaint must be reported immediately before any tables or chairs are set up by renter. A walk through with staff can be scheduled Monday-Friday 9am to 3pm by calling 231-834-7904.
- ✓ Initials A Driver License MUST be provided, as well as a Tax Bill or Voter Registration card if City Resident Rate is requested.
- ✓ Initials I have read and understand the procedures as stated in the Community Center Rental Info and Rental procedure form.
- ✓ Initials The kitchen is not included in the rental, though it can be used. The City does not guarantee that the kitchen facilities and equipment are functional or clean.
- ✓ Initials If the key is not returned to our office after the rental, I understand that there will be a \$100.00 replacement charge.
- ✓ Initials The heating/cooling system is set between 70 and 72 degrees year round. This will provide a tolerable temperature in the Community Center.
- ✓ Initials **Trash bags are not provided so you will be responsible to bring your own. You will also be responsible to take the trash your event created and dispose of it off site. This includes trash from the kitchen, both men's and women's bathrooms, main main hall and vestibule area.**

City Official

✓ _____
Renter or Representative Date

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

IN CONSIDERATION OF THE RENTAL OR USE OF PREMISES OWNED BY THE CITY OF GRANT, A MICHIGAN MUNICIPAL CORPORATION, THE UNDERSIGNED PARTIES AGREE TO SAVE HARMLESS AND INDEMNIFY THE CITY OF GRANT FROM ANY CLAIMS, DEMANDS, ACTIONS, JUDGEMENTS OR OTHER PROCEEDINGS OF WHATSOEVER NATURE AND KIND, AND THE EXPENSES ARISING HEREFROM, INCLUDING ATTORNEY FEES, FOR ANY AND ALL DAMAGES SUSTAINED AND/OR EXPENSES INCURRED BY SAID CITY OF GRANT, INCLUDING ALL DIRECT AND/OR DERIVATIVE CLAIMS, DEMANDS, ACTIONS, JUDGEMENTS OR OTHER PROCEEDINGS OF WHATSOEVER KIND AND NATURE, ARISING FROM ANY INJURIES SUSTAINED OR CLAIMED TO HAVE BEEN SUSTAINED AS A RESULT OF THE USE OR RENTAL OF THE PREMISES OF THE CITY OF GRANT.

THE UNDERSIGNED AGREE THAT THEY HAVE READ THE ABOVE IN ITS ENTIRETY AND HAVE KNOWINGLY AND VOLUNTARILY SIGNED SAME.

IN WITNESS WHEREOF, THE UNDERSIGNED HAVE HEREUNTO SET HIS (THEIR) HAND(S) AND SEAL(S) THIS ____ DAY OF _____, _____.

IN THE PRESENCE OF:

CITY OFFICIAL

RENTER / REPRESENTATIVE

The building condition has been checked *thoroughly*. There is no tape/residue on windows, no tape on walls/paneling, garbage has been properly disposed of, and the building is in an acceptable order. I hereby authorize return of the renter's deposit.
Date ____/____/____ Time _____ City Official/Staff _____