

# Douglass Township

## Rental Agreement For Township Meeting Hall

The Township building has been built and furnished with public funds of its taxpayers, and Township officials have formulated the following conditions for renters:

I AGREE TO ALL OF THE FOLLOWING CONDITIONS:

- Cost of the rental is \$50.00 and a \$50.00 security deposit payable two (2) weeks prior to the event.
- I am a Douglass Township resident and this rental is for my personal use or my family and I will be present in the Township Hall during the entire rental period.
- There will be *NO ALCOHOLIC BEVERAGES* allowed on the premises.
- There will be *NO SMOKING* in the building.
- Please no *RED PUNCH*.
- Decorations: Table Decorations Only. Please do not affix anything to the ceiling or walls.
- As the renter, I am responsible for any and all damages, personal injuries and theft of property that may occur on the premises during the renting period and the renter will hold the Township harmless therefrom.
- The building must be completely cleaned (See Below) and vacated by midnight.
- The security deposit will be mailed to the renter upon approval of the condition of the hall by Township officials, unless other arrangements are made.
- The Township reserves the right to refuse or revoke permission to use the facilities.
- Full rental will be refunded if canceled up to one week before the scheduled event.
- The sign out front can be rented for \$20.

Cleaning:

- Tables and chairs are returned to the appropriate locations
- Carpets are completely clean
- Kitchen and bathrooms are clean

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Date of Request \_\_\_\_\_ Arrival Time \_\_\_\_\_ Departure Time \_\_\_\_\_

I fully understand and agree to the above terms in the rental of the Douglass Township Hall.

Print Name \_\_\_\_\_ Signature of Township Resident \_\_\_\_\_

Date \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_