

LEGION HALL RENTAL AGREEMENT

1. This agreement is between the Town of Lingle and _____. The renter agrees to the following terms:

a. A deposit, equal to the rental fee, is required on all rentals to insure the facility is cleaned after use.

b. The facility will be shown to the renter before renting so they know the condition it needs to be in to get their deposit back.

c. Rental rates are \$50 for the hall only per day. Kitchen rental is an additional \$25 a day. Rentals for meetings of three hours or less are \$25 and a kitchen fee of \$10.

d. Rental rates to business firms who will conduct business in the hall will be double.

e. Once the key is turned back in and the hall passes inspection for cleanliness, the deposit money will be returned. If the hall is not cleaned, the deposit will be forfeited to cover the cost of hiring the cleaning of the hall.

f. Rental of tables and chairs requires a deposit of \$25.00 and a charge of \$1 per table and \$1 for each three chairs.

g. The renter shall indemnify, defend and hold harmless from any claim of the damages or injuries to property or person, including litigation costs and attorney fees incurred by the Town in defending any indemnification claim.

h. If alcohol is to be served as part of the event a catering permit will be required.

2. Renter is responsible for any and all damages caused during rental period.

3. Rental Information:

a. Date of Rental: _____

b. Rental Rate: _____

c. Date deposit and rental paid: _____ Receipt # _____

4. Pre-rental inspection completed? Yes No

5. Post-rental inspection completed? Yes No Satisfactory? Yes No

6. Date deposit returned: _____

Signature of Renter

Date

Town Representative

Date