

TOWN HALL RENTAL AGREEMENT

This agreement is made between Town of Daniels and _____

Type of event _____ Date and time _____

It is hereby agreed that:

1. There will be no smoking or use of alcohol anywhere including the grounds.
2. The thermostat is preset and shall not be adjusted.
3. Damage deposit (\$75 refundable) and rent (\$100/use) shall be paid before use of hall. Rent and/or deposit may be waived by board for non-profit organizations or community events.
4. If any damage occurs you may be charged for actual cost of repairs.
5. The hall must be left clean. This includes cleaning the bathrooms, counters, kitchenette, and dusting/mopping the floor. Cleaning supplies are located under the kitchen sink.
6. Do not use tacks or tape on walls or woodwork.
7. Town of Daniels is not responsible for accidents. The renter agrees to hold Town of Daniels harmless against any liability or costs that may be incurred from any act of the renter or guests. Proof of general aggregate liability insurance may be required. Town of Daniels must be notified of any accidents or injuries within 24 hours.
8. Renter is responsible to lock all exterior doors.
9. The maximum town hall capacity is 50 persons.

Signature _____

Address _____

Phone No. _____ Alternate Phone _____

Contacts: _____