

# Buchanan Westerner's Club House – Rental Agreement

Mailing Address: PO Box 99, Buchanan, MI 49107 ·  
Physical Address: 14665 Mead Rd, Buchanan, MI 49107

## Event Information:

Type of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Time: \_\_\_\_\_

## Renter Information:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

The renter (lessee) hereby agrees to abide by the conditions of this contract with Buchanan Westerner's Riding Club, Inc. (lessor) and the attached rules and regulations. Should the lessee or any of his/her invitees or guest become hurt or injured on said premises due to the action(s) or omission(s) of action by any other invitee or guest, the lessor is hereby relieved from any and all liability arising from any such incident. Should any action be brought against the lessor, the lessee hereby agrees to save the lessor harmless from any and all damages. The Buchanan Westerner's Board of Directors reserves the right to cancel this contract and the reservation for the use of the Buchanan Westerner's Riding Club if it considers the proposed use of the facility to be objectionable.

## Rental Fees:

**Members:** Club House Room & Restrooms - \$25 rental fee with \$25 deposit

Club House Room, Restrooms & Kitchen - \$50 rental fee with \$25 deposit

**Non Members:** Club House Room, Restrooms & Kitchen - \$150 rental fee with \$100 deposit

The deposit shall be refunded within thirty (30) days after the use of the facilities. The deposit is separate from the rental fee, nor is not included in the rental fee. Further, the lessee authorizes the lessor to deduct from said deposit a sum sufficient to repair any damages sustained using said facilities. If the damages exceed the amount of the deposit, the lessee hereby agrees to pay for all damages. The lessor shall present a written statement of damages to the lessee within fourteen (14) days from the date of the use of said facilities. The lessee then has (30) thirty days from receipt of said statement to pay for the amount of damages provided on the statement. The deposit shall not be refunded should the lessee fail to use the facilities on the contracted date. The deposit shall not be

refunded if the lessee violates the **no-smoking** rule. The deposit shall be refunded if the rental of the facilities is canceled at least (3) three weeks prior to the contracted date. All cancellations shall be submitted in writing on a cancellation form provided by the lessor.

**The rental and deposit fees must be paid when this contract is signed to reserve your event date.**

The key to the Clubhouse can be picked up the morning of your event, or sooner if there is not another event occupying the Clubhouse prior. **The key MUST be returned on the NEXT BUSINESS day. It is the lessor's responsibility to make arrangements to pick up and return the key.**

**Rental Rules:**

- NO smoking inside of the Club House
- No pets allowed inside the Club House
- Must provide all trash bags and remove all trash after Event (Bathrooms, Kitchen, Club House Room)
- Do not leave any food or items in the refrigerator or freezer
- If you utilize any of the kitchen equipment, it must be washed and returned to its found location
- The kitchen and Club House Room must be swept and cleaned after your event
- Tables and chairs must be wiped down to remove any debris
- Tables and chairs must be returned to their original layout before your event
- If your guests were outside, please ensure the grounds are cleaned and trash is removed
- Do not use tape, nails or screws on the tables, chairs or walls (3M Removable Strips only)
- Turn thermostat/air conditioning off after your event (All the way to the left)
- Turn off all lights after your event
- All windows should be closed and locked after your event
- All doors should be closed and locked after your event

**In case of an emergency, please call the Buchanan Police Department 269-695-5120  
AND Chrissy Bradford 269-362-2915**

**Signature of Lessee** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Buchanan Westerner's Officer** \_\_\_\_\_ **Date:** \_\_\_\_\_

**CASH / CHECK #** \_\_\_\_\_ **DEPOSIT REFUNDED \$** \_\_\_\_\_ **DATE** \_\_\_\_\_