

HALL RENTAL AGREEMENT

Selma Township, 4101 South 35 RD, Cadillac, MI 49601

Date _____

Person/Organization Applying _____

Address _____

Name of Community Room _____ Main Floor Meeting Room _____

To be used for _____

Date to be used _____

Time: From _____ to _____

Deposit _____

Rental Fee _____

Total _____

Rental Fees:

May-October: \$100, plus \$100 deposit

November-April: \$150, plus \$100 deposit

Payment must be received by _____ or this agreement will be canceled. Make Check Payable to: **Selma Township**. Return two (2) signed copies of this form to the Selma Township Hall. Forms must be signed by the applicant only and payment deemed refundable will be mailed to the applicant.

THE RENTER AGREES:

1. Not to bring or consume alcoholic beverages on the premises.
2. To clean the premises. (Tables shall be returned to closet, chairs back on cart, floors shall be swept, but please do not mop).
3. To reimburse the **Township of Selma** for any damages to premises, building and equipment.
4. To use only the Community Room, kitchen facilities and restroom(s).
5. To accept the premises in its present condition and return it in the like conditions.
6. The undersigned applicant agrees to indemnify the Township of Selma and its members or agents against all liability to persons or property on the premises.
7. To vacate the premises at the scheduled times.
8. No personal property shall be on the premises other than during the rental period.
9. Not to attach posters or signs to the premises. (No tape or nails shall be used on walls. Do not remove pictures from walls).
10. To return all Township property to designated storage spaces.
11. Table coverings will not be supplied by the Township.
12. Hours available for rental are **8:00 AM to 10:00 PM**.
13. Failure to comply with the above conditions will result in forfeiture of deposit.
14. To pay a cancellation fee of **\$25.00** if cancellation occurs within **5 days** of the rental date.

DATE: _____

Applicant Signature

DATE: _____

Board Member Signature