

THIS RENTAL AGREEMENT made and entered into this the _____ day of _____, 20__ by and between the **TOWN OF ADDISON**, party of the first part, hereinafter referred to as LESSOR, and _____ party of the second part, hereinafter referred to as LESSEE;

WITNESSETH:

THAT For and in consideration of the sum of _____ Dollars (\$_____) to be paid on or before _____, the Lessor agrees to lease, and the Lessee agrees to lease the Social Room located in the Municipal Building owned by the Town of Addison, under the following terms and conditions:

The time period for which the room is to be rented is _____ with a cut off time of 12:00 midnight in which the room and property must be vacated. In the event use of the room needs to be cancelled, the Lessee must notify the Town of Addison not less than fourteen (14) days prior to rental for a full refund, after which 50% of rental fee will be refunded. All rental and cleaning fees must be paid in full in advance within forty eight (48) hours from time reservations are made, or reservation dates will be forfeited.

The Lessee shall not turn the air conditioner or heating unit past _____ degrees and shall make sure that the unit is turned off upon vacating building.

The Lessee shall pay Ten dollars (\$10.00) per hour in the event they desire to decorate, cook, etc. the night before. Should Lessee decide to prepare for event the day before (so long as room is not already rented) rental hours at the rate of \$10.00 per hour shall be no longer than from 4:00 p.m. to 9:00 p.m.

The Lessor shall not give the key to anyone else whose name is not signed on this Rental Agreement.

The Lessor hereby covenants and agrees that they will maintain the aforesaid premises in the same condition in which received, reasonable wear and tear excepted. The Lessee will pay a cleaning deposit in the amount of Fifty dollars (\$50.00). In the event the Lessee desires to clean the premises rented, an inspection will be made by the Mayor's Office and the cleaning deposit refunded upon passing inspection.

The Lessee agrees to save harmless and indemnify the Lessor of and from any and all liability arising of, from or by virtue of the use and occupancy of the aforesaid rental room.

In the event there will be alcoholic beverages served at said premises, rental will be the sum of Two hundred dollars (\$200.00), plus a cleaning deposit of One hundred dollars (\$100.00) which will be refunded if room passes inspection.

NO ALCOHOLIC BEVERAGES SHALL BE BROUGHT OUTSIDE. ALL CONTAINERS, BOTTLES, ETC. WILL REMAIN INSIDE THE SOCIAL ROOM BUILDING.

The Lessee shall abide by all ordinances of the Town of Addison, including but not limited to, parking, disturbing the peace, no open containers outside the building, underage alcohol consumption, driving under the influence, etc.

TOWN OF ADDISON (LESSOR)

LESSEE

By: _____
Its: _____
