

NORTH STAR TOWNSHIP HALL RENTAL AGREEMENT

Thank you for renting our hall!! This agreement is entered into between North Star Township (Lessor) and _____ (Lessee), for the rental of the Township Hall located at 2840 E. Buchanan Rd., Ithaca, MI 48847.

The Lessee agrees and acknowledges that he/she/they have read this agreement in full and understand the terms as set forth below:

1. Lessee agrees to pay Lessor the following: If Lessee is a resident, or property owner in North Star Township, Lessee will pay the sum of \$10.00 per hour up to a **maximum** of \$60.00. If Lessee is not a resident, or property owner in North Star Township, Lessee will pay a \$10.00 per hour with a **minimum** of \$60.00. **Made payable to: North Star Township.**
2. In the case of a Funeral Dinner, donations will be accepted in lieu of the above rental fees.
3. All Lessees are required to submit a \$75.00 refundable security deposit prior to the rental of the hall. **Made payable to: North Star Township.** This fee is separate from the amount on line 1.
4. The township hall will be left as you found it and the items on the attached checklist will be specifically verified prior to returning the security deposit.
** _____ (initials)
5. No alcoholic beverages of any type shall be allowed on the premises and no smoking is permitted anywhere in the township hall. Evidence of smoking or alcohol will be grounds to forfeit the **entire** security deposit.
6. No township property will be removed from the township hall, including chairs and tables.

I (We) acknowledge that I (We) have received and understand the above agreement and I (We) further assume responsibility for this rental and shall indemnify and defend North Star Township and shall hold it harmless for any claims, actions, damages, liability, and expenses arising from our use of the premises or any part of the premises as a result of our invitees, licensees, or agents.

RENTER NAME _____ DATE _____

PHONE NUMBER _____ RENTAL DATE _____

Amount of deposit collected \$ _____ Amount of rent collected \$ _____

DEPOSIT Returned: YES / NO Amount \$ _____ Was renter a RESIDENT? YES / NO

NOTES

**NORTH STAR TOWNSHIP
SECURITY DEPOSIT CHECKLIST**

NOTE: Remove all trash when you leave. The township does not have a dumpster.

Kitchen:

***Washcloths and towels: Feel free to use the ones provided, or bring your own.**

Stove is clean
Refrigerator is clean
Sink is clean
Countertops are clean
Floor is swept
Floor is mopped
Garbage is emptied and removed from hall property

Bathrooms:

Floor is swept
Floor is mopped
Sinks are clean
Mirrors are clean
Garbage is emptied and removed from hall property
Walls and partitions are clean and have no graffiti

Main Hall:

Tables are clean
Chairs are clean
All tables and chairs are returned to the storage room
Garbage is emptied and removed from hall property
Floor is swept
Floor is mopped
Lights are off
Doors are securely locked
Key is left on the kitchen counter
Rental payment is left on the kitchen counter
Heat is set at 64 degrees / air conditioner is set at 75 degrees before leaving

NO Rollerblading
NO bouncing balls in the hall
NO push pins in the walls
NO garbage down the drains
NO grease down the drains (it will plug the filter in the septic tank)

Signature of Lessee

Date

Please sign two of these agreements. One for the hall and one for your records.