

Attica Township Rental Agreement

Renter: _____ Date of Rental: _____
(Please Print)

Address: _____ Type of Rental: _____

City & State: _____ Type of Rental: _____

Telephone: _____ Today=s Date: _____

The individual signing this agreement hereby agrees to accept full responsibility for damages to hall, premises and contents of hall. This includes:

- Minors are not to be served alcohol
- Destruction of property in the parking lot
- Accidents and tickets
- Stolen items

All damages will be taken out of the deposit and/or charged to the renter. The renter is responsible for minors under 10 years old, unless accompanied by an adult. The township will not be responsible. No tickets can be sold or admission fee charged to any function that is serving beer, wine or alcohol unless proof of liquor liability insurance is presented to the township.

The renter is responsible for leaving the hall as it was before rented. Tables and chairs must remain in the building. Do not prop doors open. Tape is not allowed on painted surfaces. The garbage should be placed in the dumpster (not on the ground). Premises are to be vacated by 2 a.m.

The deposit must be made upon receiving the rental agreement (the deposit will not be returned if any damage occurs). The balance must be paid at the time the key is picked up. Call Thelma and make an appointment to pick up the key at 724-1736. Cancellation must be made within 30 days of rental or the deposit will be forfeited. Enclosed are two copies, please **sign** and return one copy with your deposit, the other copy is for your reference.

Please make checks payable to Attica Township and return rental agreement and fee to:

Attica Township/Thelma Winslow
P.O. Box 86
Attica, MI 48412

Rental Amount \$ _____ Paid []
No Alcohol \$ _____ Paid []
Alcohol \$ _____ Paid []
Deposit \$ _____ Paid []
Kitchen Use \$ _____ Paid []
Total Paid \$ _____

I hereby have read and acknowledged that I will abide by the rules stated.

Signature of Renter

Date

Office Use/ Date Deposit Returned:

Rental Fees:

Township Resident:

Sunday through Thursday: \$50.00

Friday and Saturday: \$200.00

Non-Resident:

Sunday through Thursday: \$150.00

Friday and Saturday: \$300.00

Funeral: \$50.00

Security Deposit: With alcoholic beverages: \$200.00

Without alcoholic beverages: \$100.00

Funeral Dinners: \$50.00

These prices are subject to change without notice.

No rentals will be accepted for the first Thursday and second Thursday of each month.

If the hall is utilized for a service organization the individual in charge of the organization must sign an agreement accepting responsibility for the premises and post a security deposit.

The key must be returned at the end of the rental date or additional days rent will be taken from the deposit.

Before leaving check and clean the following:

- Bathroom lights, running water, stool areas.**
- Make sure exhaust fan and air conditioning is turned off.**
- Make sure heat is turned down.**
- Make sure the back double doors are closed tight.**
- Kitchen (if used) is cleaned.**
- All floors are cleaned.**
- Any garbage is put in the dumpster out back.**
- All lights are turned off.**
- Lock the door.**

Remember this is your township hall treat it like it was your home.