



# RENTAL AGREEMENT

Clinton Progressive Association

6411 Central Avenue

Mailing address: PO Box 612 • Clinton WA 98236

360.341.3747 • info@clintoncommunityhall.org

www.clintoncommunityhall.org

Rental Day of the week \_\_\_\_\_ Date \_\_\_\_\_ Time of event \_\_\_\_\_ AM / PM to \_\_\_\_\_ AM / PM

Contact Name \_\_\_\_\_ Organization \_\_\_\_\_

Mailing Address \_\_\_\_\_

Contact Phone \_\_\_\_\_ Contact Email \_\_\_\_\_

Purpose of Event \_\_\_\_\_ Is this a for-profit event?  Yes  No

Approx # of guests \_\_\_\_\_

I would like access to the hall starting at: \_\_\_\_\_  AM  PM on Date: \_\_\_\_\_

I will have the hall cleaned up by: \_\_\_\_\_  AM  PM on Date: \_\_\_\_\_

A key code will be provided before the event and will allow access only during the rental period.

\_\_\_\_\_ \$220 FULL DAY RENTAL up to 8 hours

\_\_\_\_\_ \$140 HALF DAY RENTAL up to 4 hours

\_\_\_\_\_ \$80 TWO HOUR RENTAL

\_\_\_\_\_ -% 20% Non Profit or Civic Group or 10% Member Discount for private rental - IF APPLICABLE

\_\_\_\_\_ \$200 DAMAGE/CLEANING DEPOSIT - required.

\_\_\_\_\_ **TOTAL DUE** Make check payable to Clinton Progressive Association. Mail: PO Box 612, Clinton 98236

**Reservation is confirmed at time fee payment is received.** Monthly users may discuss rate adjustment with board contact.

**ALCOHOL** Alcohol will be served at this event.  Yes  No Banquet Permit Number \_\_\_\_\_

If yes, I understand the permit number must be provided to Clinton Progressive Assoc. 3 days prior to event and the permit must be posted in the facility during event. \_\_\_\_\_ *initial* See Conditions of Use #3.

Proof of liability insurance (see conditions of use) Name of Insured \_\_\_\_\_

Insurance Co./Policy #, Ins. Agent Phone \_\_\_\_\_

**READER BOARD** Would you like your event listed on the ReaderBoard if space allows?  Yes  No

**KITCHEN** will be used for this event  Yes  No **MICROPHONE** will be needed  Yes  No

**GARBAGE REMOVAL** all of your garbage must be removed. For a fee you may opt to bag all of your garbage in the provided heavy black bags and we will remove. **I will remove all of my garbage:**  Yes  No

**\$25 will be deducted** from my deposit for garbage disposal:  Yes  No

## CONDITIONS OF USE

1. **Damage/cleaning Deposit:** Any damage or cleaning that is required will be deducted from the deposit. If the damage exceeds \$200 then the renter will be expected to pay the difference. If hall is left in satisfactory condition after the event, the full deposit will be mailed to the renter within five (5) business days.
2. **Setup and Cleanup:** Users key code will allow access during the rental period including time requested for setup and cleanup. Renter is responsible to leave the hall – and the grounds around the hall – in the condition in which it was found. Tables and chairs stacked. Floors cleaned. All trash must be removed and disposed of by Renter. All inside lights must be turned off. Outside porch light should be left on. Dishwasher's hot water heater must be turned off. All doors and locks must be secured. Failure to clean the hall will result in a loss of all or part of the damage/cleaning deposit. Next day clean up may be arranged depending on next-day rentals.
3. **Alcohol:** Alcohol is permitted with a Banquet permit available at Washington State liquor stores. The Clinton Progressive Association must have the permit number 3 days prior to the event. The permit must be posted in the facility. Caterers may post their class 1 license in lieu of a banquet permit. No alcohol permitted outside of the building. No minors are to be served or are allowed to drink in the hall.
4. **Not allowed:** Smoking is not allowed anywhere in the building and not allowed within 25 feet of the building. Renters are not allowed to sleep in hall or use hall as overnight lodging. No guns, weapons or illegal substances are allowed on the premises.
5. **Reader board:** The reader board may be available for Renter's use. Signage for the readerboard is on an "as available" basis and is subject to approval of the Clinton Progressive Association executive board. Signs or banners with a political or religious affiliation or messaging may not be posted on the building or property.
6. **Conduct:** Renters are responsible for the conduct of their guests and any damages or loss caused by guests. Performer conduct and performance content, whether live or recorded, must be appropriate for general audiences. Profane, lewd, indecent or slanderous conduct or content is unacceptable.
7. **Concessionaires** using kitchen without food handler's permit must sell only pre-packaged goods.
8. **Insurance:** Renter MUST provide proof of liability insurance, either homeowner's, or commercial, and policy limits. Submit a copy of the insurance declaration of coverage including insurance company / agent contact information.
9. Renters showing movies are responsible for showing proof that they have obtained all necessary licenses and are in full compliance of copyright laws.
10. **Cancellation Policy:** To receive a refund of fees and damage deposit, cancellation notice must be received at least three (3) weeks prior to rental date.
11. **Full payment** of deposit and rental fees are due seven (7) days before event.

## RENTAL AGREEMENT AND INDEMNIFICATION

I hereby agree to the rental arrangements herein. I have read the Conditions of Use, understand the requirements, and agree to comply with all conditions. I state that I have the authority to enter into this Agreement for the applicant or organization, agree that the applicant or organization will observe all applicable conditions of use and will exercise the utmost care in the use of the facility and premises. Further, I hereby release, indemnify and promise to defend and hold harmless the Clinton Progressive Association, its officers, or agents from and against any and all liability, loss, damage, expense, actions and claims, including costs and reasonable attorney's fees incurred by the Clinton Progressive Association, its officers, and agents in defense thereof, asserting or arising directly or indirectly on account of or out of or incident to Renter's use of the Clinton Community Hall pursuant to this Agreement. The renter will reimburse the Clinton Progressive Association for any damages resulting from use of the Hall.

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Date

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Signature of Renter

**First time renters using the kitchen** will need to contact the hall **360-341-3747** to schedule a time during *the week before your event* for instruction on kitchen facility. After the event, the hall will be checked and if the facility has not been left in the same condition as it was found, and Clinton Progressive Association has to pay for cleaning or garbage removal or missing items, an estimate of costs will be made and deducted from damage deposit.

If you experience problems with the hall during the rental: Contact **360-341-3747**.