



# RENTAL AGREEMENT

Clinton Community Hall  
6411 Central Avenue  
Mailing address: PO Box 612 Clinton, WA 98236  
(360) 341-3747 • info@clintoncommunityhall.org

Rental Date(s) \_\_\_\_\_ Time of event \_\_\_\_\_  AM  PM to \_\_\_\_\_  AM  PM

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

Address (mailing) \_\_\_\_\_

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

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

Approximate # of guests \_\_\_\_\_ Is this a  private OR  public event?

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 upon full payment before the event and will allow access only during the rental period.*

\_\_\_\_\_ **\$250** DEPOSIT – Required to hold reservation and as a security deposit.

*Charges for any damage, garbage, or excessive cleaning necessary after your event will be deducted from this deposit. If you cancel this event, the deposit is non-refundable.*

Enter total amounts for requested rental period(s), including necessary setup before event and takedown/cleanup after event:

+ \_\_\_\_\_ **\$500** up to **8 HOURS** on a single day

+ \_\_\_\_\_ **\$400** up to **6 HOURS** on a single day

+ \_\_\_\_\_ **\$300** up to **4 HOURS** on a single day

+ \_\_\_\_\_ **\$100** sanitization/cleaning fee per rental


= \_\_\_\_\_ **TOTAL** deposit + rental + cleaning

Make check payable to **Clinton Community Hall** Mail to: **PO Box 612, Clinton, WA 98236**

**ALCOHOL** Will alcohol will be served at this event?  Yes  No *If yes, Renter is responsible for determining if they are required by state law to obtain a Banquet Permit available from Washington State liquor stores.*

**KITCHEN** Will be used for this event?  Yes  No *First time Renters should contact us for instruction on kitchen facility.*

**SOUND SYSTEM** Will you need the sound system?  Yes  No *First time Renters should contact us for instruction on the system.*

**GARBAGE REMOVAL** I understand that all garbage, recycling and food must be removed by Renter, and that if not done I will lose my security deposit. INITIAL HERE  \_\_\_\_\_

1. **Damage/cleaning Deposit:** Any damage or excessive cleaning that is required will be deducted from the deposit. If the damage exceeds \$250 then the Renter will be expected to pay the difference. If garbage or recycling is left behind by renter, deposit will be forfeit. 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 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. **Food Removal:** All food brought in by Renter must be removed from the kitchen, refrigerator and freezer. Any food or ice left behind will be thrown out and deposit will be forfeit. The Hall cannot accept donation of your left over or unused food items.
4. **Alcohol:** Alcohol is permitted, however the Renter is responsible for determining if they are required to have a Banquet permit (available at Washington State liquor stores). Caterers and vendors of alcohol 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.
5. **Insurance:** Renters/hosts for events serving alcohol are responsible for all risks and claims relating to their event. If alcohol is served it is recommended the Renter obtain insurance that covers their liability. An online search may provide you with event insurance options.
6. **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 the hall or use hall as overnight lodging. No guns, weapons or illegal substances are allowed on the premises. No fires in the fireplace.
7. **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.
8. **Concessionaires** using kitchen without food handler's permit must sell only pre-packaged goods.
9. **Cancellation Policy:** The \$250 deposit is non-refundable in event of a cancellation.
10. **Receipt of deposit** will reserve your date/time. Full payment of remaining rental fees are due before receiving access to the hall.

**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 Community Hall, 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 Community Hall for any damages resulting from use of the Hall.

DATE \_\_\_\_\_ SIGNATURE OF RENTER \_\_\_\_\_