

## PELICAN TOWN HALL RENTAL AGREEMENT

This agreement is made between the Town of Pelican and \_\_\_\_\_ (Renter)

Address \_\_\_\_\_ Phone Number \_\_\_\_\_

for use of the Pelican Town Hall on the following date(s) \_\_\_\_\_.

It is understood by renter:

1. Fire doors and lanes are not to be blocked. All expenses and/or cost of damages to remove cars will be the renter's responsibility.

2. When finished:

- a. All floors must be swept and mopped.
- b. Kitchen shall be left clean and all items put back in place.
- c. All food removed from refrigerator
- d. Garbage is to be removed from the premises. What you carry in, you take out.
- e. Chairs and tables must be put back on storage carts.

3. Renter will be held responsible for any damages to the premises or equipment and the expense of collecting those damages.

4. The Town of Pelican is not responsible for any property left on the town hall premises.

5. Decorating:

- a. No tacks or staples will be used on any hall ceilings or walls.
- b. No tape on painted walls.
- c. All decorations must be taken down after the event.

I HAVE READ AND AGREE WITH THE ABOVE CONDITIONS OF RENTAL.

FEE OF \$ 40.00 PER DAY HAS BEEN PAID WITH CHECK # \_\_\_\_\_ CASH \_\_\_\_\_

Renter's signature \_\_\_\_\_

Date \_\_\_\_\_

Town Representative \_\_\_\_\_

Date \_\_\_\_\_