

ALBEE TOWNSHIP COMMUNITY CENTER LEASE AGREEMENT -- MEETING ROOM

OCCASION _____

RENTAL DATE _____

THIS AGREEMENT, dated _____, between **ALBEE TOWNSHIP**, herein referred to as **Lessor**, and _____, herein referred to as **Lessee**, for the rental of **ALBEE TOWNSHIP COMMUNITY CENTER** for the amount of \$ _____, due _____ shall have the following terms and conditions:

IT IS FURTHER AGREED the premises leased will include the small Meeting Room, kitchen and bathrooms. This specifically excludes the Main Hall. If you plan to prerare food in the kitchen the cost is \$ _____

IT IS FURTHER AGREED the **Lessee** will pay the **Lessor** at the signing of the lease, a \$ _____ damage deposit. This deposit is not included in the rental fee, and will be refunded within ten days after the termination of this lease if all township property is left present and intact. If **Lessee** cancels this lease by written notice to the **Lessor** on or before _____, the rental and deposit will be refunded. After this date, all rentals are forfeited.

IT IS FURTHER AGREED There shall be no smoking and no serving of alcohol at the event pertaining to this lease.

IT IS FURTHER AGREED the **Lessee** shall be responsible civilly and criminally, for all actions of their guests, and shall hold **Lessor** harmless and indemify **Lessor** for any liability criminnall or civilly, arising during the time the **Lessee** and guests are on **Albee Township** property. The **Lessee** shall comply with all statutes local ordinances and applicable regulations and save **Lessor** harmless thereform.

IT IS FURTHER AGREED included in the rental of the Meeting Room, the **Lessor** will provide the following: trash bags, ice, and cleanup after the party has ended. Any spills or messes during the party shall be the responsibility of the **Lessee** to clean up. It shall be the responsibility of the **Lessee** to clear all tables and put the trash in the outside dumpster. No confetti shall be used. If any confetti is used, the damage deposit will be retained for additional cleaning.

I, THE UNDERSIGNED, have read and understand all of the terms and conditions of this lease agreement and understand that signing of this lease, this contract is valid and enforceable.

LESSOR

LESSEE

RETURN DEPOSIT TO: (please print)

