

VILLAGE OF KEKOSKEE PARK/SHELTER RENTAL AGREEMENT

Village of Kekoskee contact: Treasurer Cindy Fredrick 920-210-5442

LESSEE:

PHONE NUMBER:

ADDRESS:

RENTAL DATE:

ATTENDING:

ACTIVITY:

SHELTER POLICIES AND PROCEDURES

BEWARE OF THE WEATHER CONDITIONS before driving on the grass. Any ruts on grass needs to be repaired after the event and Picnic Tables returned to place where found!

1. The Lessee is responsible for paying for all damages to the shelter and grounds and may not assign, transfer, sublet, or charge a fee for the use of the facilities unless expressly approved in writing by a Village Official.
2. No smoking is permitted in the shelters.
3. Activities must be over by 12:00 a.m. and the building cleared by 12:30 a.m.
4. No nails, tacks or tape are allowed on the walls, woodwork, doors, or ceiling. Parking on the grass is on the call of the lessees.
5. No candles are allowed.
6. If a reservation is cancelled within 60 days, the deposit is not refundable.
7. Lessee is responsible for turning off all lights and locking doors.
8. All garbage must be bagged at the end of your activity and removed by the lessee. If you fail to clean the building, your deposit will be deducted at the rate of \$25.00 per hour for cleaning time. (one hour minimum).
9. Keys must be turned in by the next business day and you must report any damage to a Village Official.
10. Proof of Insurance is required. Lessee shall furnish a copy of a Homeowners Insurance Policy, listing liability, in effect during the duration of the rental date. Lessee is responsible for insurance coverage of activities and occupants of the Hall and premises during the rental period.
11. Lessee agrees to indemnify and hold the Village of Kekoskee, its elected and appointed officers, employees, and agents harmless from and against all claims, liability, loss, and expenses, including reasonable attorney's fees and court costs, arising out of a negligent act, misconduct, or other fault of the lessee, lessee's guests or invitees in connection with the use/rental of Village facilities.

I certify by my signature that I have received, read and understand the conditions for the rental of the Village Property, and agree to abide by the policies and procedures as stated on this form and attached copy of Village Shelter Rental Regulations. I agree that failure to follow these policies will result in full or partial reduction of my security deposit. Separate checks for the following:

\$ _____ Rental fee paid (Residents \$75.00 for one day. Non-Residents \$ 125.00)
\$ _____ Security deposit due (\$100.00 when key is picked up)
\$ _____ Key deposit (\$100.00)
\$ _____ Cleaning service (\$50.00) - Optional

Lessee Signature