

2021

INDEPENDENCE TOWNSHIP COMMUNITY CENTER RENTAL AGREEMENT

EVENT DATE _____ EVENT TIME _____ TO _____

(2 hour minimum fee applies)

This Agreement is made this _____ day of _____, 20____, between the Independence Township Community Center Committee, Inc. (ITCCC) and the Renter as listed:

PERSON RESPONSIBLE FOR HALL RENTAL _____

PHONE _____ (CELL) _____ (HOME) _____ (WORK)

(The monitor assigned to your event will contact you regarding setup and entry times)

ADDRESS _____

EVENT DESCRIPTION _____

WHAT WOULD YOU LIKE THE SIGN MARQUEE TO READ

(We will accommodate/abbreviate dependent upon space and letters available)

By Signing this Agreement, the Renter:

- Agrees that the Rental Rules and Regulations attached will be adhered to by the renter, guests and caterers/event planners.
- Agrees that the ITCCC and/or Fire Dept. will be held harmless from any liability or legal recourse stemming from the renter and/or guests incurring loss or damage to personal property or personal, physical injury due to the irresponsible actions of the renter and/or guests.
- Agrees to be responsible for any damages to any and all facility property, indoors or outdoors, due to the irresponsible actions of the renter and/or guests.
- Agrees that the facility will not be used for any unlawful purpose by the renter and/or guest.
- Agrees to secure the event date with a deposit of \$200 and that deposit will be forfeited if cancelled less than 30 days before event date. That deposit will be used toward a one-time monitor fee of \$50.00 + the first two hours of rental time. Any additional time will be due to the monitor after the event at the rate of \$75.per hour.
- Two hour minimum rental.
- Agrees to a \$50 charge for checks returned, unpaid for any reason and that only cash or money order will be accepted as full reimbursement.

SPECIAL NOTES: _____

Renter Signature _____ Date _____

ITCCC Signature _____ Date _____

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FOR OFFICE USE ONLY

Deposit of \$ _____ Received On _____ By _____

Full Rent of \$ _____ Received On _____ By _____

INTERNET SERVICE AND ACCESS AT THE COMMUNITY CENTER

ITCCC-2.4

PASSWORD: OPENWIFI

TABLES & CHAIRS

30 ROUND 5' TABLES (Seats 8 tight)

32 RECTANGLE 30"x8' tables (Seats 8 comfortably)

250 CHAIRS

These are located in the building outside the rear southwest corner door. There are keys to the outbuilding hanging in the kitchen cupboard across from the fridge on a hook.

MAX OCCUPANCY IS 250 PEOPLE

Attached is a graph of the actual hall dimensions. Each block is a square foot.

WIH: ITCCC-2.4
password: open wifi

78 ft.

48 ft.

Kitchen

Social Hall = 3744 sq ft.

30 round tables
30 rectangle 30' x 8' tables
250 chairs

foyer

BATHROOMS

