



TOWN OF GILLSVILLE
POST OFFICE BOX 25
GILLSVILLE, GEORGIA 30543

Park Building-RENTAL AGREEMENT

APPLICANT NAME: _____

EVENT DATE: _____

TELEPHONE NUMBER: _____

MAILING ADDRESS: _____

TYPE OF ACTIVITY: _____

Rental Fee Resident: \$150/Day _____ Cash Damage Deposit: \$100.00 _____

_____ I will pick up my deposit cash after my rental. (If deposit cash is not picked up within 30 days of Signature date, it will be forfeited)

Checks are payable to the Town of Gillsville. Rental fees may be in the form of Cash or Check

(Please check one) Check # _____, Cash _____

Renter shall hold harmless the Town of Gillsville, its employees, and public officials from and against any and all claims, damages, losses and liabilities whatsoever in nature, cause of origin, and whether or not attributable to the negligence of Renter, its agents, contracts or employees or the use of occupancy of the designated facility or any other portion of Town of Gillsville by Renter, its agents, employees and invitees. Renter acknowledges and agrees that Renter is encouraged to examine and inspect rental facility to assess its condition, suitability, and fitness for Renter's use. I have read and understand the Policies & Procedures regarding facility usage and verify to the best of my knowledge that all information on this contract is correct. As the Renter, I understand that failure to comply with the above stated rules could result in the loss or part or all the Damage Deposit. Signature indicates the signer has read, understands, and agrees to abide by the policies and procedures outlined herein.

Renter Agreement Policies and Procedures

1. Renter agrees to pay all fees and submit necessary paperwork at the signing of the agreement.
2. All rental applicants shall pay a rental damage deposit. The deposit is refundable if the facility is left clean and clear of all food, decorations (Tape, etc.), etc. The Renter shall be liable for all damages identified below and the conduct of the Renter or Invitees during the agreed rental times. and there is no damage to furnishings or equipment.
 - a. Damage to the facility, furnishings, and/or grounds.
 - b. The facility, furnishings and/or grounds are not reasonably clean at the conclusion of the rental period.

c. Any Renter or Invitee displaying improper conduct as determined by staff. Improper conduct shall include, but not limited to, abusive or threatening language, physical violence, lewd behavior, apparent intoxication, or presence of weapons.

d. Damage deposit will be refunded in full on the next business day following the event except on the occasions listed above. Damage more than the deposit amount will be billed directly to the Renter.

3. The entire event, including set-up and clean up, must occur within the agreed upon rental hours. Additional fees will be assessed for exceeding rental hours.
4. All cancellations and requests for refunds must be submitted in writing thirty (30) days prior to rental date for a full refund. If received less than 30 days prior to event date, 50% will be refunded.
5. Alcoholic beverages, tobacco products, and weapons are prohibited.
6. All garbage must be removed and placed in outdoor trash bins
7. Renter is responsible for the cleanup of the rented space.
8. Rental events for youths must have adult supervision. Adult supervisor must be over 21 years old and supervision is required both inside and outside facilities.
9. Staff shall enforce all the above rules and regulations. Staff also has the authority to cancel any rental at any time during the rental period.
10. The Rental group shall not and cannot transfer the contract to another group.
11. If the Renter defaults on any of the obligations under this agreement or violates any terms thereof, the Town of Gillsville may terminate this agreement. If this agreement is terminated for this reason, all fees are non-refundable.
12. Rental times may not exceed past 10 p.m. and include Renter's set-up and clean-up time.
13. No decorations or temporary fixtures may be affixed to the building or any architectural feature with NAILS, TACKS, STAPLES, OR ANY APPLICATION THAT WILL CAUSE IRREVERSIBLE DAMAGE. Tape is permitted but MUST NOT peel paint or damage walls, fixtures, or ceiling. ALL TAPE MUST BE REMOVED OR DEPOSIT WILL BE FORFEITED.
14. Small confetti and glitter are prohibited in the facility. Birdseed, rice, sparklers and bubbles may be used OUTDOORS but shall be properly disposed of following the event.
15. No signs or banners may be affixed in the entryway of either location without prior approval from the Town of Gillsville or their representatives and said permission will be documented on the rental agreement.

The Town of Gillsville or its agent reserves the right to retain appropriate portions of the deposit should extensively cleaning of the facility be necessary. If damage occurs and the cost exceeds the deposit amount, the rental applicant shall be billed for any additional expenses. Damage could lead to losing facility use privileges. Whether the deposit shall be refunded is solely up to the Town of Gillsville or their agent. Until the facility has been inspected by the Town of Gillsville or their agent staff, no refund will be issued.

I have read and understand the above-stated rules.

Renters Signature

Date