

**HOUGHTON TOWNSHIP COMMUNITY BUILDING
RENTAL AGREEMENT**

Facility is available for lease May 31st to October 15th to Houghton Township Residents or Taxpayers. If a non-resident wishes to use the facility, a resident or taxpayer must be present at the scheduled event and take responsibility for cleanup and conditions as stated below.

THIS AGREEMENT, made this _____ day of _____, _____, By and between Houghton Township, a Political Subdivision of Keweenaw County, Michigan, hereinafter known as the "LESSOR", and

hereinafter known as the "LESSEE", authorizes the LESSEE to occupy the premises known as the HOUGHTON TOWNSHIP COMMUNITY BUILDING, located at 5059 4th St., Eagle River, Michigan, for the date time period, and purpose set out below:

TYPE OF EVENT _____

RENTAL PERIOD _____

Beginning at _____ (A.M.)(P.M.) (Strike one) on _____ (Month) _____ (Day) _____ (Year)

And ending at _____ (A.M.)(P.M.) (Strike one) on _____ (Month) _____ (Day) _____ (Year)

RENTAL FEE: \$200.00 to be paid in full prior to the date of the event.

SECURITY DEPOSIT: \$250.00 to be paid in advance to reserve the facility – refundable within 10 days if "CONDITIONS" set out below are met to the satisfaction of the Township Board.

(The Building Manager, Township Supervisor or Office Manager may negotiate fees for events which are open to all Township Residents and Taxpayers, or events involving Township based organizations.)

CONDITIONS TO BE MET:

1. If ALCOHOL is to be included as part of the occasion, LESSEE, by signing this agreement, assumes full responsibility for and releases the Township of any liability toward:
 - A. Providing necessary insurance coverage for the event. (Attach coverage certificate.)
 - B. Compliance with all applicable State liquor laws including, but not limited to:
 1. Assuring that intoxicated persons are not served and maintaining orderly conduct on the premises
 2. Preventing minors from consuming alcoholic beverages
 3. In general, conducting a safe and orderly event
2. SMOKING shall not be allowed in the building.
3. No candles or other open flames shall be used.
4. No tacks, nails, hangers, tape or other fasteners shall be applied to painted walls, woodwork, doors, other finished wood surfaces, windows or light fixtures.
5. Building, including kitchen and bathroom, are to be left clean with floors swept, counters and appliances wiped down.
6. Ice brought into the building shall be kept in leak-proof containers and disposed of prior to leaving the building. Any liquids accidentally spilled shall be promptly cleaned up to prevent damage to the premises.
7. Trash must be removed from the building prior to departure or left in the rear storage area wrapped securely in plastic trash bags. Township garbage bags are available for a fee of \$2.50 or lessee must remove garbage from hall.
8. Any supplies (plates, napkins, etc.) brought in by Lessee must be removed at departure.
9. Lessee shall use only main floor (stairs leading to upper floor and upper floor are not to be occupied by Lessee.

INDEMNITY BY TENANT

Tenant will indemnify Landlord and save it harmless from and against any and all claims, actions damages, liability and expense in connection with loss of life, personal injury and/or damage to property arising from or out of the occupancy or use by Tenant of the Leased Premises or any part of Landlord's property, occasional wholly or in part by any act or omission of Tenant, its agents contractors or employees.

To reserve the facility, contact the Township Office at (906) 337-1970. You may pick up the key on day prior to use. Please indicate to the office when the facility will be vacated and cleaned so arrangements can be made to return the key, review the premises, and arrangements for return of security deposit may be made.

Signed _____ Date _____

Houghton Township

Signed _____ Phone _____ Date _____

Lessee

Signed _____ Phone _____ Date _____

(Resident or Taxpayer Guaranteeing "Conditions")

Address for return of security deposit: _____

Please remit Rental Fee and Security Deposit to: Houghton Township Treasurer
5059 4th Street
Eagle River MI 49950