

BINGHAM TOWNSHIP HALL RENTAL AGREEMENT

**Please read reverse side; signature and date required before key is released.*

DATE OF USE: _____ **TIME:** _____ **TO** _____
DAY DATE

RESPONSIBLE PARTY:

NAME ADDRESS TELEPHONE

SELECT OPTIONS BELOW – for township residents: (Non-Resident fees are \$50, \$75, & \$150)

___\$35___ MEETING (No Refreshments) ___ADDITIONAL DONATION:_____

___\$50___ PARTY/MEETING (With Food/Beverage) Check#_____ Date Rec:_____

___\$150___ REFUNDABLE DEPOSIT Check#_____ Date Rec:_____ Date Ret _____
 (Checks are required three weeks prior to rental date, or cash thereafter.)

CHECK LIST: PLEASE COMPLETE AND LEAVE ON KITCHEN COUNTER

<u>RESPONSIBILITY</u>	<u>COMMENTS</u>	<u>OK</u>	<u>NOT OK</u>	<u>INITIALS</u>	<u>REASON</u>
KITCHEN CLEANED					
GARBAGE REMOVED					
VACCUMMED					
FANS OFF					
BATHROOMS CHECKED/CLEANED					
HEAT TURNED TO 60					
WINDOWS CLOSED					
OUTSIDE AREA CHECKED FOR LITTER					
DOORS LOCKED					

PLEASE WRITE ANY ADDITIONAL COMMENTS ON BACK

SIGNATURE (of individual overseeing clean-up) _____

NOTE: GROUND AND BUILDING MUST BE LEFT CLEAN WITH ALL FURNITURE RETURNED TO ORIGINAL POSITIONS. IF STOVE IS USED, IT MUST BE CLEANED THOROUGHLY. DEPOSIT MAY BE RETAINED BY TOWNSHIP IF CLEANING IS NOT SATISFACTORILY COMPLETED.

HOLD HARMLESS AGREEMENT

(Required by the township's insurance company.)

Renting Party (name) _____ assumes the entire responsibility and liability for losses, expenses, demands and claims in connection with or arising out of any injury, or alleged injury (including death) to any person, or damage, or alleged damage, to property of owner or others sustained or alleged to have been sustained in connection with or to have arisen out of or resulting from the use of any and all rental equipment, buildings, and/or property, and agrees to indemnify and hold harmless Bingham Township, its agents, staff, and employees from any and all such losses, expenses, damages, demands and claims and agrees to defend any suit or action brought against them, or any of them, based on any such alleged injury or damage, and to pay all damages, costs and expenses in connection therewith or resulting therefrom.

Renter or Responsible Party's Nameand Signature

Business or Entity's Name Representative.....and Signature

Name of Witness for Bingham Township.....and Signature

Date (key released to above)