

Deerfield Township
396 E. Fourth Street, Morley, MI 49336
231-856-7008

Rental Date: _____, _____, _____, 202__
Day Month Date

DEERFIELD TOWNSHIP HALL RENTAL AGREEMENT

LEASE AGREEMENT made _____, _____, 202__ by and between the Township of Deerfield, a municipal corporation, hereinafter designated LEASSOR and

LESSEE NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ E-MAIL: _____

Hereinafter designated as LESSEE will use the Township hall for the purpose of:

THEREFORE, in consideration of the covenants and conditions hereinafter contained, IT IS HEREBY AGREED by and between the parties hereto as follows:

1. THE LESSEE shall not damage, mar, deface, use tape in any manner, and will not drive nails, attach hooks, use tacks, or screws into any part of said building, and will not make any alterations of any kind therein, and that the LESSE shall pay for all damage to the building property of LESSOR caused by LESSEE guests, agents, and/or employees during the tenure of the contract.
2. LESSEE will place all trash and garbage generated during rental into dumpster located on the East side of the building. All refuse must be removed before the deposit will be returned to LESSOR.
3. The LESSEE shall be liable and responsible for all janitorial, maintenance and cleaning personnel necessary to prepare for the next scheduled activity and/or any necessary repairs to be completed in order to restore the premise to equal or better condition than prior thereto immediately following such activity, subject to inspection by the Township Clerk or designated party.
4. The LESSOR will be the sole judge of any damages and cost of repairs, where applicable, and may deduct these costs from said security deposit.
5. The LESSEE agrees to assume all responsibility for injury to persons on the property.
6. NO ILLEGAL DRUGS are allowed on Township property. NO SMOKING on Township property.
7. NO ALCOHOLIC BEVERAGES ALLOWED ON TOWNSHIP PROPERTY.

8. Function may be policed by the VILLAGE OF MORLEY POLICE DEPARTMENT, MECOSTA COUNTY SHERIFF DEPARTMENT and/or MICHIGAN STATE POLICE.
9. LESSEE may cancel this agreement either by calling or by written notice directed to the LESSOR in advance of the date scheduled.
10. The LESSOR shall have the right to terminate this contract in its entirety or in part at the option of the LESSOR immediately upon the happening of the failure by the LESSEE to perform, keep and observe any of the terms, covenants and conditions herein contained on part of said party to be performed, kept, and observed.
11. If the hall is unusable on the day of the Lessee's event from 8:00AM to 11:00PM due to a power outage the lessee will be refunded the security deposit and rental fee only.
12. The LESSOR hereby lets and lease to the LESSEE, the Township hall's community room, bathroom, and kitchen (no admittance to the Board offices or supply room) between the hours of **8:00 AM and 11:00 PM**
13. Said premises may be rented to LESSEE for the purpose stated above and for no other purpose without written consent of the LESSOR for the sum of **\$50.00** per day to be paid in advance. The LESSEE shall also pay a Security Deposit, in advance, the sum of **\$100.00** (unless otherwise noted). Note: There will be a **\$25.00** charge per check for any returned checks due to insufficient funds.
14. There shall be no charge for rental of the Township hall for funeral luncheon or dinner. The LESSEE shall pay a Security deposit of \$100.00 in advance (unless otherwise noted)
15. Proper cleaning of the kitchen, equipment and facilities after use is required. The Township Hall and grounds shall be restored to the condition they were prior to occupancy, before LESSEE vacates. In case of LESSEE'S failure to comply with this rule, deposit will **NOT** be refunded and any additional costs to the Township will be charged to the LESSEE.
16. **A copy of the lessee's driver license or State I.D is required for rental of the Hall.**
17. The LESSOR assumes no responsibility for any material, equipment, foodstuff, or beverages transported to the Deerfield Township Hall for the purpose of this contract. The LESSEE shall be responsible for such removal upon termination of this contract.
18. **Deposit will be returned to lessee with a 7 day written notification of cancellation of rental date.**
19. **Any violation of the above contract or the Hall Rules will result in a forfeiture of all or part of your deposit, and possible legal action if damages are more than the deposit amount, and the loss of future rentals of the hall.**

SUMMARY OF CHARGES

Deposit amount required \$100.00

\$100.00 Deposit is required to hold a rental date, plus full payment of rental fee before entry to Hall.

Deposit Required \$ _____ Date _____ REC# _____

Total Rent \$ _____ Date _____ REC# _____

Deposit Refund \$ _____ Date _____ CK# _____

Damage Charge \$ _____ Date _____

Deposit Held \$ _____ Date _____

I have read the above rules and regulations for the use of Deerfield Township Hall and agree to comply with same.

Maximum Hall Capacity is 80 guests.

Signature of Lessee

Date _____

In case of Emergency call Michelle Lewis 231-580-5891