

Cherryvale Community Center Rental Agreement



Contact Information

| | |
|------------------|--|
| Name | |
| Street Address | |
| City ST ZIP Code | |
| Home Phone | |
| E-Mail Address | |

Rental Information

| | |
|-------------------------------|--|
| Date of Rental | |
| Type of Activity | |
| Time: | |
| Estimated Attendance | |
| List recurring meeting dates: | |

| Room | Hourly Rate | Room Selected |
|---------------------------------|-------------|---------------|
| North Gym | \$15.00 | |
| North Gym and Kitchen | \$20.00 | |
| South Walking Room | \$15.00 | |
| South Walking Room and Kitchen | \$20.00 | |
| Tile Meeting Room | \$5.00 | |
| Tile Meeting Room and Kitchen | \$10.00 | |
| Carpet Meeting Room | \$5.00 | |
| Carpet Meeting Room and Kitchen | \$15.00 | |
| Kitchen Only | \$10.00 | |

Additional Requirements

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| Refundable Deposit is required-\$30.00 |
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Agreement and Signature

I, THE UNDERSIGNED RENTER OR ITS AUTHORIZED AGENT, AFFIRM THAT I HAVE READ AND UNDERSTAND THE CONDITIONS, STIPULATIONS AND TERMS OF THIS RENTAL AGREEMENT, AND AGREE TO ACCEPT THE SAME.

| | |
|----------------|--|
| Name (printed) | |
| Signature | |
| Date | |

Our Policy

Cherryvale Community Center

1. Sweep floors.
2. Clean the kitchen counter and stove and make sure the stove is turned off.
3. Restrooms are to be left clean.
4. Empty all trash baskets and take them to the dumpster outside.
5. Return all tables and chairs to their storage rack and return all cleaning tools (brooms, dustpan, etc.) to their storage closet.
6. The sponsor of the event is responsible for insuring the building has been cleaned (kitchen, bathrooms, and floors must be cleaned and all trash has been taken to the dumpster) after the event.
7. No tape, adhesives, tacks or similar materials may be placed on walls.

***** Your deposit will be returned after inspection of the premises.

If the Community Center is not unlocked at the time of rental please call 620-336-2121 or 620-336-2400; and ask them to notify the Cherryvale Fire Department that the Cherryvale Community Center is ready to be locked.