

GRANDVIEW MUNICIPAL BUILDING
RENTAL AGREEMENT

Lessor: Village of Grandview

Lessee: _____ (name)
_____ (address)
_____ (phone & email)

Lessor hereby leases to Lessee the Grandview Municipal Building at 1620 North Milton Avenue on _____ (date) from **9:00 a.m. until 10:30 p.m.** Entering the building before the scheduled rental time will result in forfeiture of the deposit. Events should terminate at 10:00 p.m. to allow Lessee sufficient time to clean the building as required below. Absolutely no loitering, inside or outside the building is permitted past 10:30 p.m. Lessee may use the furniture, kitchen, heating, cooling, and lighting systems in the building.

Lessee agrees to pay the following charges for this rental

Deposit (Refundable – Please allow 3-5 business days for refund)

\$200 Grandview Resident

\$400 Non-Grandview Resident

The following will result in forfeiture of all or part of the deposit:

Entering the building BEFORE your scheduled rental

Damages to the building or any fixtures

Failure to comply with item 11 in this agreement

Cancellation of reservation the following charges will apply:

Within 1 business week of event (Monday-Friday):

Forfeiture of full deposit

Within 2 business weeks of event (Monday-Friday):

Forfeiture of ½ of the deposit

Sunday – Thursday:

Grandview Resident: \$275 x _____ day(s) = _____

Non-Grandview Resident: \$325 x _____ day(s) = _____

Friday – Saturday:

Grandview Resident: \$400 x _____ day(s) = _____

Non-Grandview Resident: \$475 x _____ day(s) = _____

Lessee certifies that the use for which the building is being leased is as follows:

Lessee, by initialing each of the following, acknowledges that the following restrictions must be observed. Violation of any condition stated in this lease, or violation of any ordinance or state law, will result in termination of this lease by the Grandview Police Department.

1: _____ This use is a social, religious, charitable, political, or civic use and is strictly non-commercial. Lessee **cannot charge** admittance to the event.

2: _____ Lessee represents that Lessee will be on the premises at all times during any event at the building, or Lessee will be represented by the following named individual(s):

_____.

3: _____ If alcohol is to be served, the Lessee must impose a 21 year old age limit on attendees, or each person under 21 must be accompanied by a parent or legal guardian. Lessee warrants that he/she is 21 years of age.

4: _____ Lessee specifically acknowledges that if the building is not vacated after the time specified in this lease, the Grandview Police Department may charge violators with criminal trespass.

5: _____ Lessee is responsible to insure that all terms of this lease are observed by all attendees, and that all state, federal, and local laws and ordinances are followed. In the event the Grandview Police Department observes a violation of this lease or a violation of state, federal, or local law or ordinances, the Lessee acknowledges that the Grandview Police Department may terminate all activities at the building, order all attendees to leave, and the Rental fee and Deposit will be forfeited by Lessee.

6: _____ If alcohol is to be sold at this event, Lessee will provide to the Village, at least three days prior to the event, proof of appropriate licenses and insurance in an amount that is at least equal to the maximum liability amounts set out in § 6-21(a) of the Liquor Control Act naming the Village of Grandview as an additional insured.

7: _____ Lessee assumes all risks of using the building and its contents, and indemnifies and holds harmless and will defend the Village of Grandview from any liability to any person arising in whole or in part from the use or condition of the building or its contents.

8: _____ This lease may be terminated by the Village President or the Grandview Police Department if at any time it is determined that the actual use to which the building will be put is not as set forth in this lease, or if the terms of this lease are or likely would be violated, or the Village of Grandview has a use for the building for its own purposes.

9: _____ The lessee understands that the number of people in the building or on the grounds of the building cannot exceed 200 people at any time.

10: _____ On the day before or day of event, Lessee must pick up the key from the Water Department before 4:30 p.m. If event is on a weekend, Lessee must pick up the key the Friday before the event, from the Water Department before 4:30 p.m., but may NOT enter the building until the day of the event.

11: _____ Lessee has the obligation to accomplish each of the following, and understands that the building must be vacated **before 10:30 p.m.** Chairs folded and returned to carriers, tables cleaned, wiped off, and returned to carriers, all garbage collected and taken to the dumpster outside the building, bathrooms cleaned and checked for any damage, kitchen area cleaned, all floors will be swept. The Grandview Police Officer on duty must be notified if there is any damage to the building inside or out when Lessee is prepared to vacate the premises. The lights must be turned off, and Lessee will lock and vacate the building before **10:30 p.m.** The key must be returned by 9:00 a.m. the day after your event, or the following Monday, if your event is on a weekend, to the Water Department or by dropping the key in the water payment drop box at 2377 Reservoir.

12: _____ Lessee agrees that entrance to the building **BEFORE 9:00 a.m.** on scheduled rental date or not vacating the building at or before **10:30 p.m.**, Lessee will forfeit their deposit in full.

13: _____ The Village of Grandview will inspect the building before any subsequent use, and Lessee will be notified of any damages or cleaning expenses for which Lessee is responsible. If the damages or cleaning expenses exceed the deposit, Lessee is responsible for the difference, together with any attorney fees or costs incurred in the collection of that difference

14: _____ If the lessee is receiving the rental rate for Grandview residents, Lessee warrants that lessee is a Grandview resident, and that any use of the building is primarily for Lessee's benefit.

15: _____ Lessee acknowledges that a violation of these terms may result in forfeiture of deposit and the Village of Grandview prohibiting Lessee and other violators from renting the Grandview Municipal Building at any other point in the future.

Agreed this _____ day of _____, 20_____.

Village of Grandview

Lessee