

BANKS TOWNSHIP HALL RENTAL AGREEMENT

PLEASE PRINT AND FILL OUT COMPLETELY:

APPLICANT'S NAME _____

ADDRESS _____ ZIP CODE _____

PHONE NUMBER _____ DATE OF APPLICATION _____

PURPOSE FOR USE _____

DATE TO BE USED: _____ TIME: FROM _____ TO _____

CHARGE FOR USE: RENT \$ _____ DEPOSIT \$ _____

CONDITIONS FOR RENTAL

***** THIS IS A SMOKE FREE FACILITY *****

** PLEASE READ CAREFULLY AND COMPLETELY BEFORE SIGNING **

You must comply with all the following terms and conditions. This agreement is not valid unless approved. You must abide by the rules and regulations given to you or ALL or a percentage of your deposit will be withheld. If damage exceeds your deposit, you will be charged according to the decision of the Banks Township Board.

1. **FEE AND TERMS** In addition to the security deposit as established by the Board, payment must be paid to the Banks Township Board in full before rental date. If the balance and/or fee are not received within the allotted time, Banks Township reserves the right to keep your security deposit and you automatically forfeit your reservation rights, and said property is opened for other rentals.
2. **MINIMUM AGE** You must be eighteen years of age to rent property from Banks Township and provide proper identification (i.e. valid driver's license).
3. **HOURS OF USE** All events and music must end by 11:00 pm.
4. **FOOD** Banks Township and their employees are not responsible for food or drinks that are delivered ahead of scheduled activity or left after the activity.

In exchange for the privilege of using the Township facilities for the purposes indicated on the above dates and times, the Applicant signing agrees and promises the following:

5. **CLEAN UP** Applicant agrees to clean the Township Hall inside as well as the grounds, put trash into the provided dumpster and to return the hall and premises to the condition in which it existed when Applicant's use began.
6. **DAMAGES** Applicant agrees to reimburse and pay Banks Township for any damage to the premises, building, equipment and grounds caused by the Applicant's use. All tables and chairs will be inspected for damage after each rental. If damages are more than your deposit, you will be billed for the damages as determined by the Banks Township Board of Trustees.
7. **OTHER AREAS** Applicant agrees to use only the rooms that were applied for and approved (entire building vs. downstairs only), kitchen facilities, and restrooms in said building during the above-indicated period.
8. **DECORATIONS** The use of flames, glitter, and helium balloons are prohibited.
9. **SECURITY** It shall be the Applicant's responsibility to secure and maintain security and shall be at the sole expense of Applicant.
10. **SMOKING** Smoking is strictly prohibited inside the property.
11. **BUILDING CAPACITY** The number of persons attending any function shall not exceed the capacity of the building as mandated by Banks Township and Michigan Fire Code, posted at the doors.
12. **PERSONAL PROPERTY** Banks Township assumes no responsibility for any property placed in or on said described property by Applicant or Applicant's guests and Banks Township is hereby expressly released and discharged from any and all liability for such loss. All personal property must be removed from described property at the conclusion of the event.
13. **LEGAL** Applicant shall comply with all the laws of the United States of America and the State of Michigan, and with all ordinances of Banks Township in its use. If Applicant violates any of the terms or conditions of this Agreement, Banks Township shall have the right to immediately cancel this Agreement without notice or refund, and Banks Township may pursue all of the rights and remedies at law or inequity including, without limitation the right to recover court costs and attorney fees.
14. **HOLD HARMLESS** Applicant agrees to indemnify and hold harmless the Township of Banks against any and all liability to persons or property brought within the hall or upon the

