



Canton Town Hall Rental Agreement

Lessor: CITY OF CANTON, MINNESOTA

Renter: _____

Event: _____

Date & Time/Hours of Rental: _____

Contact Name: _____

1) Rental Fee: \$_____ due two weeks prior to event.

Facility is rented in "as is" condition for the sole use of the renter.

2) Damage Deposit: \$200 due at signing.

Deposit will be returned within 10 working days of scheduled event upon satisfactory inspection.

3) Renter agrees to:

- Abide by the terms and conditions of the rental contract in addition to those stipulated in any attached memorandum;
- Abide by all federal, state and local laws regarding the consumption, display, sale and use of alcoholic beverages;
- Unlock and leave open all exit doors and ensure access to said doorways during the duration of the event covered by the rental agreement;
- Indemnify and hold harmless the City of Canton for any and all occurrences resulting from or relating to the use of said Town Hall whether occurring on the premise or off-premise, including but not limited to alcohol related incidents, accidental falls, fights, etc.;
- Waive objection to any irregularity with regard to the said rental agreement together with all rights to appeal in the courts.

4) Cancellation

Rental fee will be returned if the event is cancelled one week prior to event date.

5) Building access times

Begins at initial rental time on agreement, with all cleanup to be completed by the end of the agreed upon rental period.

6) Building key

To be picked up and returned to Canton City Hall at times and dates designated at the time of rental.

7) General terms and conditions

Termination: If the Canton Town Hall shall be damaged or destroyed by any unforeseen occurrence which renders the fulfillment of the terms of this agreement impossible, this agreement shall terminate and the renters deposit shall be returned. The renter waives any claim for damages or compensation in the event of such a termination.

- Audio/visual system: Use of the audio/visual system is available at no charge.
- Food/garbage: The renter is responsible for clean-up and removal of all food from the kitchen, if utilized.
- Tables and chairs: No tables and chairs may be taken outside of the building for any reason.
- Decorations: No nails, tacks, screws or hooks may be driven into any part of the building. Confetti shall not be used. Candles are not allowed unless they are enclosed to the height of the flame.
- Smoking: This is a NO SMOKING facility; no smoking allowed within the building, including restrooms and immediately outside of the building.
- Clean up: Renter is responsible for clean up inside and outside of the building. Tables and chairs are to be cleaned, wiped down, stacked and put away in the storage closet. All garbage is to be bagged and set outside of the building prior to departure.
- The City of Canton is not responsible for any property placed in the building.

Renter:

For the City of Canton:

Print Name

City Clerk Date

Mailing Address

Phone

Email

Signature Date

FOR OFFICE USE ONLY
Rental Fee Paid _____
Method _____
Security Deposit Paid _____
Method _____
Security Deposit Returned _____
Method _____
Key Returned _____