

Kerens Library Community Room

2 South Colket Ave.

Kerens, Texas 75144

Rental Agreement

January 1, 2008

This is a contract for rental of the Kerens Library Community Room. "Renter" refers to the person who signs this contract and/or the organization represented by same. "Building" refers to the Kerens Library Community Room. The Renter must read this agreement in its entirety before signing.

This contract is by and between _____ and the Kerens Library Board for the purpose of rental of the room on the date _____ between the hours of ____ and _____.

Conditions

1. A deposit of \$100.00 will be made by the renter with this contract. This deposit, less any amount necessary to correct any damages occurring as a result of renter's use of building, will be refunded after inspection of building. Renter is liable for any and all damages to building and contents in addition to the cleaning deposit.
2. Rental fee of \$50.00 will be paid no later than 5 days before the rental date. Rental fee shall be forfeited if an event is cancelled. If the fee has not been received 5 days before the rental date, the building may be rented to the first person to pay the fee for the date.
3. Rental fee entitles renter to 3 hours use of the building. Extra hours will be \$20 per hour.
4. Rental fee may be waved for civic activities.
5. Air conditioning, lights, heat and all appliances must be turned off immediately after rental. Failure to do so will result in forfeiture of deposit.
6. Entrance must be locked immediately after rental and keys returned on the next business day; .Failure to do so will result in forfeiture of deposit.
7. No use of tobacco or alcohol is allowed in any part of the building or grounds. Failure to comply will result in forfeiture of deposit.
8. Decorations are permitted on tables only. No nails, tacks or staples are to be used on tables. Decoration of walls, ceilings, or light fixtures is prohibited. No nails, tacks or staples are permitted on walls, ceilings, or woodwork.
9. Occupancy limit of building will be established by Fire Marshall.
10. Security by a certified Peace Officer may be required by rentals depending on purpose of the rental. Security charges are to be paid by renter in advance. Security officer will be authorized to terminate a function at any point that he/she determines necessary and may also call in additional officer(s) if he/she determines necessary. Any additional fees are to be paid by renter.
11. Personal property left in the building is not the responsibility of Kerens Library Board or any individual affiliated with same.
12. Cleaning abuse: The library is cleaned after each rental. Abuse of the room will result in forfeiture of your deposit. Trash should be bagged and carried to the trash bin provided. ROOMS SHOULD BE LEFT IN SAME CONDITION AS FOUND.
13. All Federal, State and Local Laws must be adhered to. Violation of laws will cancel the lease and forfeit the deposit.
14. The Kerens Library Board has the right to refuse rental if the proposed event conflicts with scheduled events or if the proposed use is perceived to be physically detrimental to the facility.
15. The Kerens Library Board is not responsible for any accidents or injuries to person or property.
16. There will be a \$25.00 charge for any returned check.

I have read and understand this contract in its entirety and agree to all conditions stated above.

RENTING ORGANIZATION; _____ Date: _____ Phone _____
BY: _____ Date: _____ Phone _____
Library Representative _____ Date _____ Phone _____
Kerens Library 903-396-2665