

Today's Date: _____

INDEMNIFICATION AND RENTAL AGREEMENT FOR THE HARFORD TOWN HALL HARFORD, NEW YORK

This agreement to indemnify is made this ____ day of _____, 20 ____ by and between the Town of Harford, New York and _____ of _____ (the "Indemnitor")

Whereas, Harford, New York (the "Town") in a New York municipal corporation with offices at 394 Route 38, Harford, New York, and

Whereas, the Indemnitor wishes to reserve for its exclusive use certain real property owned by the Town for the purposes of a reception or gathering on _____ Between the hours of _____ and _____: and

Whereas, in consideration for such reservation, Indemnitor hereby agrees to release, indemnify, protect, defend, and save harmless the Town and or all its employees, officers and agents from and against any and all claims, demands, actions, settlements, awards and judgments arising from and or in connection with Indemnitor's or Indemnitor's guests or invitees' use of the above referenced property on the above date.

Now, therefore, the undersigned Indemnitor hereby agrees to assume the risk of, and to release, indemnify, protect, defend and save harmless the Town and or all its employees, officers and agents from and against any and all claims, demands, actions, settlements, awards and judgments arising from and or in connections with Indemnitor's or Indemnitor's invitees' use of the above referenced property on the above date.

The following conditions are hereby agreed to and become binding upon both parties signing the agreement.

- ✓ The oven is not to be used. Any other kitchen supplies can be used.
- ✓ Tables and counters, chairs and refrigerator are to be wiped clean.
- ✓ Dishes belonging to individuals are to be taken home.
- ✓ Dishes are to be washed and put away. They are not to be left on counters or in the dish drainer.
- ✓ Food is NOT to be left in the refrigerator. Any that is left will be disposed of.
- ✓ Dishes, pots, pans, utensils, dish towels and coffee pots belonging to and in the Town Hall are NOT to be taken from the Town Hall.
- ✓ The stove and grill are to be cleaned if they have been used.
- ✓ ALL garbage is to be bagged and tied and placed in the bin outside and replace with clean garbage bags.
- ✓ There are to be six chairs per table. Extra chairs go in the closet.

- ✓ The floors are to be mopped in the **kitchen and bathrooms only**.
- ✓ Sweep hardwood floor, vacuum carpets and wipe up ALL spills.
Tools are in the closet.
- ✓ Take down ALL decorations.
- ✓ The use of tape and thumbtacks is **prohibited**.
- ✓ Turn thermostat down to 60 and make sure ALL doors and windows are locked.

The Harford Town Hall will be hereafter referred to as the Rentee and the occupants hereafter referred to as the Renter.

1. The Renter MUST be 21 years of age or older and is wholly responsible for the premises during the rental period.
2. The Renter will provide a **Certificate of Liability Insurance** along with a deposit of **\$100.00** and sign a rental agreement to secure the date of the rental (check made payable to the Town of Harford).
3. The Renter will inform the Rentee at the time of signing said agreement if there will be alcoholic beverages served, approval of the Town Board must be obtained to make this agreement valid.
4. The Renter will furnish to the Rentee the purpose of said rental premises.

Purpose: _____

5. The Renter agrees to the following responsibilities as listed and to return the premises to the Rentee in a clean and usable condition:
6. The Renter agrees to vacate the premises by 11:00 pm.
7. The rental fee to be paid the Rentee for the use of said premises will be as follows:
 - Town of Harford residents: **\$50.00**
 - Out of Town residents: **\$75.00**
 - (Harford Fire Dept. /Church functions are exempt from the rental fee)
8. Please be aware that even though the Town Hall is wheelchair accessible the bathrooms are **NOT**.

This fee can be paid at the time of paying the security deposit and signing rental agreement or prior to date of the rental. The **\$100.00** deposit will be returned after the inspection of said premises, IF the premises are in the SAME condition as when rented by the Renter. If there is any damage or items missing from the premises or the premise has not been cleaned then the deposit will be forfeited.

Renter: _____ Deposit Received: _____

Address: _____ Deposit Returned: _____

Phone: _____