

CONTRACT FOR USE OF BELMONT COMMUNITY CENTER
—Located at 7124 Belmont Road (Route 652) Spotsylvania County—
540-854-4298

Please return completed signed contract to the address indicated below.

Organization or individual wishing to use building: _____

Date of use: _____ Time: _____ Number of persons: _____ Donation: \$ _____

Number of Persons/Donation: **please check one grouping fee.**

1-49/\$200.00 _____	50-99/\$300.00 _____	100-149/\$350.00 _____	150-200/\$400.00 _____
Sec. Dep. \$100.00	Sec. Dep. \$100.00	Sec. Dep. \$200.00	Sec. Dep. \$200.00

(Ruritan Club and Belmont Cub of Women member donations are reduced by \$100.00). Member? _____
Yes No

Kitchen Annex (<15) up to 4 hours _____ \$50.00 (HOA meetings, etc.)

A donation of \$_____ plus a security deposit (see correct amount) is required in advance, one check for the donation and one check for the deposit, both made out to **Belmont Operations and Maintenance (O & M)**. To confirm reservation, the Building Representative must have received donation and security deposit payments. Once any money is received to hold event, there is a non-refundable deposit of \$50.00 for cancellations. Security deposit (NO Money Orders) will be returned within 30 days upon satisfactory inspection of the building immediately following its use. When payment is received the building is considered reserved. In no case will the building be considered reserved until the Building Representative receives the signed contract, donation and deposit. If additional time is desired for set-up and/or cleaning, other than the period of use indicated above, there will be an additional \$50.00 charge. However, extra time will be authorized only if the building is available. Use of the building and immediate surrounding premises shall be subject to and conditioned upon the following terms and conditions:

The building and grounds **must be left in proper order** in keeping with the procedure guides for "CLEANING THE BUILDING" and "CLOSING THE BUILDING." These guides are posted in hallway. Immediate cleaning is required unless prior arrangements with the Building Representative have been made.

Tables and chairs are provided, as are trash can liners, one roll of paper towels and paper products for the restrooms. All other paper goods (plates, cups, napkins, etc.) must be provided by the user. Tape cannot be used for mounting decorations. There are hooks in the main hall for hanging decorations. **NO MARKS MAY BE LEFT** on floors, walls or wood work. Vandalism and broken items must be repaired or replaced at the user's expense. The security deposit does not cover damage to the building contents.

Alcoholic beverages must not be sold on the building premises. If alcohol is consumed, the entity/individual contracting to use the property and the user assume complete responsibility and shall be solely liable for any and all consequences that might result and/or be related to such use. If each entity/individual shall be required to supply his/her own alcohol (B.Y.O.B.), liability rests solely with each individual imbiber.

No public advertising is permitted, and no cover charge may be asked for admittance.

THE POSSESSION AND/OR USE OF FIREARMS AND WEAPONS IS STRICTLY PROHIBITED AND FORBIDDEN UPON THE PREMISES AND WITHIN ITS BUILDING. NO ILLEGAL DRUGS ARE PERMITTED on or about the premises and its building. **NO SMOKING is allowed in the building.**

Rev. 1/2/2023

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User specifically agrees and understands that a failure to comply with any provision contained herein shall be immediate grounds for termination of this usage agreement and eviction from the property without recourse to the User or its invitees.

I knowingly, voluntarily and expressly waive any claim I may have against the following entities or persons for injury, illness (including COVID-19) or damages that I may sustain as a result of using the premises: The Belmont Club of Women, the Belmont Ruritan Club and the Belmont Community Center. The individual/entity signing hereto expressly agrees to indemnify and hold harmless for any violation of the terms hereof.

_____ I agree to the above stated requirements for use of the Belmont Community Center.

_____ I give permission for photos to be taken at my event to promote usage of the premises.

User Signature: _____ Date: _____

Belmont Community Center Building Rep. Signature: _____ Date: _____

Make checks payable to: **Belmont O & M.**

Note that two separate checks are required: 1) donation check; 2) security deposit check (No Money Order)

Mail checks and signed contract to:

Stephanie Suhling
14906 Crestview Lane
Mineral, VA 23117

Disclaimer: If weather causes snow, frozen pipes or power outage, building may not be able to be used. Should this happen, all donation and security monies shall be returned. Plowing is not permitted due to gravel parking lot. Building has a video monitoring security system and anyone using or visiting the building can be monitored without notice.