

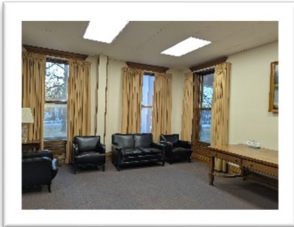
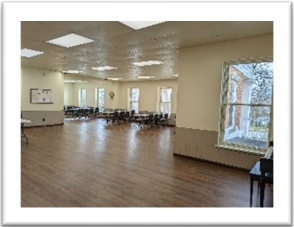


119 E. Michigan Avenue, Clinton, MI 49236  
 Village Office: (517) 456-7494 Email: voc.smith.kimball@gmail.com  
 Smith-Kimball Community Center: 211 Tecumseh Street, Clinton, MI 49236

## SMITH-KIMBALL COMMUNITY CENTER RENTAL CONTRACT

### EVENT DETAILS

Reservation Date (month, day, year): _____	
Rental time blocks (select one): <input type="checkbox"/> Half Day 9:00 AM to 3:00 PM <input type="checkbox"/> Half Day 4:00 PM to 10:00 PM <input type="checkbox"/> Full Day 9:00 AM to 10:00 PM  Additional hours to add on (\$25 each) <input type="checkbox"/> 7:00 AM to 8:00 AM <input type="checkbox"/> 10:00 PM to 11:00 PM <input type="checkbox"/> 8:00 AM to 9:00 AM <input type="checkbox"/> 11:00 PM to Midnight	Arrival Time: _____:_____ <input type="checkbox"/> AM / <input type="checkbox"/> PM  Departure Time: _____:_____ <input type="checkbox"/> AM / <input type="checkbox"/> PM  Event Type: _____  Approximate Number of Attendees: _____

**Check the box of the area you are reserving. Other areas of the building/property may be rented to other parties simultaneously and cross-traffic may occur.**

<input type="checkbox"/> <b>1<sup>st</sup> Floor</b>  Restrooms – Yes Kitchen – Yes Tables & Chairs – Yes TV, USB/HDMI use – Yes Wi-Fi – Yes  <b>Rental Rate</b> ½ Day: \$91 / Full Day: \$182 <b>Resident Rate</b> ½ Day: \$68 / Full Day: \$136	<input type="checkbox"/> <b>2<sup>nd</sup> Floor</b>  Restrooms – Yes Kitchenette – Yes Tables & Chairs – Yes TV, USB/HDMI use – Yes Wi-Fi – Yes  <b>Rental Rate</b> ½ Day: \$88 / Full Day: \$176 <b>Resident Rate</b> ½ Day: \$65 / Full Day: \$130	<input type="checkbox"/> <b>Outside</b>  Restroom – Yes Kitchen – No Tables & Chairs – No TV, USB/HDMI use – No Wi-Fi – If signal reaches  <b>Rental Rate</b> ½ Day: \$63 / Full Day: \$126 <b>Resident Rate</b> ½ Day: \$38 / Full Day: \$76	<input type="checkbox"/> <b>Building &amp; Grounds</b>  Restrooms – Yes Kitchen & Kitchenette – Yes Tables & Chairs – Yes TV, USB/HDMI use – Yes Wi-Fi – Yes  <b>Rental Rate</b> ½ Day: \$179 / Full Day: \$358 <b>Resident Rate</b> ½ Day: \$138 / Full Day: \$276
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Renter's Name: _____		
Address: _____		
City: _____	State: _____	Zip: _____
<input type="checkbox"/> I live in the Village of Clinton (Resident rate applies) <input type="checkbox"/> I live outside of the Village of Clinton (Rental rate applies)		
Phone: _____	Email: _____	
<b>A copy of your Photo ID will be required.</b>		

# SMITH-KIMBALL COMMUNITY CENTER RULES AND REGULATIONS

1. The renter signing the contract must be at least twenty-one years of age and on the premises during the scheduled event/meeting. The renter will be solely responsible for the condition of the building/grounds.
2. Schedule changes require 48 business hour notice. The building will be locked within 1/2 hour if a group does not show up for their scheduled time and their rental fee and deposit may be forfeit.
3. Cancellation within 30 days of event will result in forfeit of the rental fee and deposit. Cancellation of event will result in forfeit of the deposit. Renter can petition the SKCC Board for reconsideration.
4. Leave the building and grounds as found.
5. Alcohol is allowed, provided proof of Homeowner's Insurance (Certificate of Insurance) is submitted with the Rental Contract.
6. **NO tape or adhesive allowed on walls.** Clear ceiling clips are available on both floors for hanging decorations.
7. Any personal property brought in or used at the center is the sole responsibility of the renter. Personal property left behind will be forfeited.
8. Prohibited
  - Illegal drugs of any kind on the premises
  - Smoking (tobacco and vaping) on the premises
  - Pets on the premises
  - Open flames: candles, lanterns, etc. on the premises
  - Turkey fryers or bonfires/campfires on the premises
  - Motorized vehicles on the lawn
9. Deposit Refund (other than cancellation): **Violation of any rule or regulation will forfeit your deposit.** Examples of violations: • counters/tables/chairs left dirty • floors/carpet left dirty • trash not taken out • furniture/fixtures not returned to their original location (*refer to Rental Guide*) • non-service dogs on the property.
10. Contact Information: voc.smith.kimball@gmail.com. IF THERE IS A NON-EMERGENCY PROBLEM, **contact numbers are posted on the building, outside the kitchen door.**

I agree to indemnify, defend and save harmless the Smith-Kimball Community Center and the Village of Clinton, its officers, agents and employees from and against all loss or expense (including cost of attorney fees) by reason of liability imposed by law upon the Village of Clinton, its officers, agents and employees for damages because of bodily injury, including death at any time resulting there from sustained by any person or persons, on account of damage to property including loss of use thereof, arising out of or in consequence of the performance of this contract, whether such injuries to person or damage to property is due or claimed to be due to the negligence of the rental party, Village of Clinton, its officers, agents and employees.

I certify that I have read the rental Rules & Regulations and further agree to have my group abide by the terms and conditions provided therein.

Renter's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Check payable to: Village of Clinton.** Drop-off or Mail contract to: Village of Clinton, 119 E. Michigan Avenue.

## VILLAGE USE

Rental Fee: \$	Deposit: \$100.00	Check #	
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