

Town of Blackville Community Center Lease Agreement Application

Name of Lessee _____
Address _____
Telephone Number _____ (Home) _____ (Work)
Date of Event _____
Type of Event _____ No. of Expected Guests _____
Time: Opening of Building _____ Closing of Building _____
Are rehearsals expected? Yes/No If so, please provide dates and time: _____
Caterer _____ Telephone: _____

***IMPORTANT: THE DEPOSIT OR RENTAL FEE WILL NOT BE REFUNDED IF CANCELLATION IS LESS THAN 30 DAYS PRIOR TO THE EVENT.**

| | |
|--|-----------|
| FEE ESTIMATE: Basic Business (from time door is opened) | \$ 250.00 |
| Damage Deposit (Refundable) | \$ 100.00 |
| Inspection Fee (Non-refundable) | 10.00 |
| Sound System | 75.00 |
| Round Tables \$6.00 each- | |
| Other _____ | |

TOTAL DUE _____
Less Deposit _____

BALANCE DUE (No Later Than _____) _____

The lessee agrees to indemnify the Town of Blackville and hold it harmless from all damages, injuries, liabilities, losses and expenses incurred by any person or party in any way from the lessee's use or lease of the Town of Blackville and equipment. The lessee also releases the Town of Blackville from all damages, injuries, liabilities, losses and expenses incurred by the lessee in any way from its use or lease of the Blackville Community Center and equipment. We agree to all the conditions and terms listed in the attached operating and rental policies.

Signature of Lessee _____ Date _____

Accepted, Town of Blackville Agent _____ Date _____

Refund returned on (date) _____, or refund not returned for the following reason. (Include any additional charges, damages, etc.) _____

Agent _____

RMS - (Risk Management Services)
A service of the Municipal Association of South Carolina

Presents the Tenant User Liability Insurance Program

How to Guide

Your local government, the Town of Blackville, has enrolled in a program that allows you, the “user” of a municipal facility to secure cost-effective liability insurance, which provides protection for you as well as the government entity. The Tenant user liability Insurance Program is a General Liability Policy written in the name of the tenants and/or users of the local government facility or venue. Third-Party Property Damage Coverage is also provided.

The Town of Blackville is a registered user of the TULIP program through the National League of Cities and HUB International New England via Entertainment Brokers International. Its assigned unique Venue ID-Code: 0501-CVG

How it Works:

1. Log on to <https://tulip.onebeaconentertainment.com/e/tulip/apply.aspx>
2. Enter the Venue ID-Code listed above or use the venue drop-down list.
3. Select “eligible activity” from the drop-down list, e.g. wedding, festival, etc.
4. Answer the 4 questions.
5. Select the date range for the event on the calendar by selecting the day of event. (If multiple dates, select all of the appropriate days.)
6. Name the event then select yes/no for Liquor Liability. Add the average daily attendance then answer the next four questions, if applicable.
7. Select “GET QUOTE”

If you want to purchase the coverage, complete the requested *Premium Quote and Contact Information*. Coverage is automatically bound.

When you purchase the coverage, a Certificate of Insurance is issued and sent to you via email. The Certificate is issued in your name or the organization’s name. The Certificate is sent via email to your local government as well.

If you have questions about the eligibility or classification of your event, contact Susan Kludjian or Christine Mitchell at HUB International N.E. 800.370.2106. If you experience technical difficulties, contact Entertainment Brokers International at 1.800.507.8414 (8:30 a.m – 5 p.m. PST