



FACILITY RENTAL AGREEMENT
Nolensville Historic School

THIS FACILITY RENTAL AGREEMENT is made and entered into by and between the Nolensville Historical Society and the Organization/User listed below for the event to be held at the Historic Nolensville School (hereinafter the "Facility") located at 7248 Nolensville Road, Nolensville, Tennessee 37135.

FOR AND IN CONSIDERATION of the mutual promises and benefits to be derived by the parties, they do hereby agree to the following:

Day(s) & Date(s) of Event _____

Type of Event _____ Anticipated Attendance _____

Organization & Contact Person _____

Address _____

Phone _____ Email _____

Time set up to begin _____ Time cleanup to be completed _____

The User agrees to designate one person to be in charge while at the Facility. That person must be present during the entire event and ensure the Facility is cleaned after the event. If different from the contact person named above, please provide the name of the person in charge during the event:

Name _____

Phone _____ Email _____

Rental Fee: For cafeteria only, user agrees to pay \$80.00 for the first two hours, \$40.00 for each additional hour or \$240.00 for six or more hours. For gymnasium and cafeteria, user agrees to pay \$130 for the first two hours, \$65.00 for each additional hour or \$390.00 for six or more hours.

_____ User will be renting cafeteria only for _____ hours for a total fee of \$_____.

_____ User will be renting gymnasium and cafeteria for _____ hours for a total fee of\$_____.

Please note that the total hours rented must include setup and cleanup time. If use exceeds the number of hours rented, the User agrees to pay for each additional hour or portion thereof. List any special arrangements needed: _____

Event Reservation Fee: The User agrees to pay \$_____ (a minimum of 1/2 of rental fee), the Security & Damage Deposit of \$100 (must be a separate check) and provide proof of \$1,000,000 liability insurance* along with this signed agreement in order to obtain a reservation. The balance of the rental fee is due before the day of the event. Make checks payable to the Nolensville Historical Society. There will be a \$30.00 return check fee. User certifies that they have read this Facility Rental Agreement and the Building Usage Policy and agrees to comply with all the terms and conditions. The User understands that their security deposit may be forfeited, or they may be billed an additional expense should any of the requirements or policies be ignored or abused, or if any damage occurs as a result of the actions of their rental. The facility cannot be used for retail sales. The Nolensville Historical Society reserves the right to refuse an application for good cause or to revoke the rental applicant's permit privileges.

*Insurance policy must list both Williamson County AND Nolensville Historical Society as additional insured.

Print Name _____ Signature _____ Date _____

----- Do not write below this line. For use by Nolensville Historical Society only. -----

Agreement Received _____ Initial Rental Fee Received _____ Security Deposit Received _____

Insurance Policy Received _____ Balance of Rental Fee Received _____ Event reserved on calendar _____

Notes: _____