

ROME TOWNSHIP HALL LEASE AGREEMENT

This Lease Agreement, made this ___ day of _____, 20 __, by and between the Township of Rome, a Michigan municipal corporation, ("Lessor"), and the Rome Township Resident listed below ("Lessee") for the use of the Rome Township Hall located at 9344 Forrister Road, Adrian, MI ("Premises") under the following covenants and conditions:

1. **Lessee:** Name _____

Address _____

Phone _____

Township Resident? YES NO

2. **Lease Term:** Date of event _____

3. Time _____

4. **Rental Fee:**

- a. Township Resident = \$75.00
- b. Non-Resident = \$150.00
- c. _____

5. **Security Deposit:** A security deposit of \$100.00 is due at the time of signing this Agreement to reserve the rental date. The rental fee must be paid when signing this rental agreement. The deposit will be returned within 30 days after the event date provided the premises are returned in satisfactory condition in accordance with paragraph 10 and there is no damage to the Premises. All damages except those preexisting, will be deducted from the security deposit and damages in excess of the deposit will become the liability of the Lessee and payment for damages will be due immediately. In addition:

- a. If premises are not vacated promptly at the end of the specified time above, the Lessee's deposit will be forfeited.
- b. If the agreement is cancelled within 5 days of the event, the deposit shall become non-refundable.
- c. _____

6. **Keys:** If keys are issued, Lessee must make arrangements to pick up key prior to the event date and returned the following business day. If keys are not issued, a Township employee will be at the Premises to open and close the hall. A \$50.00 fee will be assessed if a Township employee must open the doors because Lessee failed to pick up a key or if Lessee loses a key.

7. **Purpose:** Premises may be used for any lawful purpose and Lessee shall ensure compliance with all laws, rules and regulations pertaining to use of the Premises.

8. **Capacity:** Lessee will limit attendance to 110 people in accordance with the Michigan Fire Code and will accept any responsibility for violation thereof.

9. Prohibitions: The following is prohibited on the Premises:

- a. Smoking: The building is a smoke free building. (State Law).
- b. Animals: Only service animals (leader dogs) are allowed in the building.

10. Transfer: This lease is not assignable or transferrable without written consent of Lessor.

11. Condition of Premises: Lessee shall use and return the Premises as follows, leaving the Premises in as good or better condition than found:

- a. No tables, chairs or other equipment is to be removed from Premises.
- b. No decorations or other materials will be placed on or hung from walls or ceilings in a way that damages walls or ceiling.
- c. All decorations, food, dishes, debris, trash and any other items brought to the premises are to be removed at the end of the event.
- d. All tables, chairs and other equipment shall be returned to its proper place.
- e. Windows closed, faucets, lights and appliances off and doors locked.
- f.

12. Assumption of liability: Lessee assumes responsibility for any damage or injury, from any cause whatsoever, to persons including Lessee or its agents, servants, employees or guests, or property incurred as a result of this Agreement.

13. Indemnification: Lessee agrees to indemnify and hold harmless the Lessor from and against any and all claims, debts, demands, or obligations that may be made against the Lessor in connection with the Lessee's use of the Premises. If it becomes necessary for the Lessor to defend any action seeking to impose any such liability, Lessee will pay to the Lessor all costs, judgments and reasonable attorney fees incurred for Lessor's defense.

Rome Township (Lessor)

By: _____ (Lessee)

By: _____

DO NOT WRITE BELOW THIS LINE
FOR TOWNSHIP USE ONLY

Deposit paid: _____

Balance paid: _____

Keys Issued By: _____

Name on check or credit card: _____

Keys Returned: _____