

CONTRACT FOR THE LEASE OF THE KIRKLIN PARK FACILITIES

This agreement entered this _____ day of _____, 20____ by and between the Town of Kirklin, Indiana and _____.

1. The Town of Kirklin shall hereinafter be known as the lessor.
2. _____ shall hereinafter be known as Lessee.
3. The lessor agrees to lease the Kirklin Park Pavilion and/or Shelter Building to the Lessee for the \$50.00 and/or 75.00 + 7% tax per day payable only by cash, check, or money order.
4. Said lease shall be for the date(s) of _____.
5. In addition to said rent, lessee shall pay a security deposit of \$100.00.
6. Lessee shall be responsible for any damage to the Kirklin Park Pavilion and/or Shelter Building or any of its contents.
7. Lessee shall be responsible for the cleanup of the Facility after lessee's use.
8. Said security deposit will be used to pay for any such damage or cleanup; however, lessee shall be personally responsible for any damage or cleanup costs which exceed said deposit.
9. Lessor shall have the final say as to the amount of damage and costs of cleanup.
10. If applicable, Lessee MUST PUT THE KEY IN THE NIGHT DROP located outside of picture window immediately after rental. Keys not in the night drop at time of town hall opening at 8am on the first business day after rental are subject to being charged to change locks to building.

I have paid the rent of \$50.00+ 7% tax for the Pavilion and/or \$75.00 + 7% tax for the Shelter Building and plus security deposit of \$100.00 by:

Cash _____ Check # _____ Money Order # _____ on _____

Check the facilities that apply: ☐ Pavilion ☐ Building

Clerk Treasurer on behalf of Lessor

Lessee

Lessee Address:

Lessee Email:

Phone Number:

PARK FACILITIES CLEAN UP RULES FOR SECURITY DEPOSIT

REFUND

1. Trash must be emptied in all facilities rooms including bathrooms, kitchen & main room. Please leave trash bags tied up outside under the pavilion (preferably the main dumpster at the end of the gravel driveway if possible).
2. Return all tables and chairs to the original location.
3. All spills must be mopped up.
4. All tables, counters, stove and refrigerator must be cleaned (how you found it).
5. All items brought to your party must be removed from the refrigerator and freezer.
6. There cannot be any damages to the facilities or equipment.
7. No alcohol or smoking is allowed in the building. Do not throw your cigarette butts on the ground.
8. Keys must be returned if issued. Please place them in the NIGHT DROP box located outside the picture window of Town Hall immediately after your rental.

Date: _____

Signed: _____

Estd

KIRKLIN

1837

INDIANA