



# City of Schulenburg

## Civic Center Rental Contract

This contract is entered into by and between the City of Schulenburg hereinafter referred to as the Lessor and \_\_\_\_\_ hereinafter referred to as the Lessee.

Date of Usage: \_\_\_\_\_

Time of Usage: From \_\_\_\_\_ To \_\_\_\_\_

Type of Event: \_\_\_\_\_

Upon signing this contract, the deposit of \$80 is due in full.

**Security:** The Schulenburg Police Department is the security authority and payment of officers and completion of the security form can be done at 607 Upton Avenue. Security is required at all events where alcohol is on the premises OR attendance is over 100. Officers will remain on duty during the event and/or when alcohol is being consumed and until the building and grounds are vacated and the doors can be closed. If the reservation is cancelled, Lessee is responsible for contacting the Schulenburg Police Department for cancellation security. Failure to arrange for Police Security at least 14 days prior to event will constitute grounds for cancellation of an event.

**Damages:** Lessee agrees to pay for any damages to the center, to its equipment, or furnishings that may occur due to abuse, misuse or neglect during the assigned rental period as determined by the management.

**Liability:** The City of Schulenburg will not be held liable or accountable for loss of property or personal injury by Lessee and therefore held harmless from lawsuits, damages, expenses and claims that may occur as the result of renting the Civic Center.

**Rules and Regulations:** By signing this contract, the Lessee acknowledges that he/she/they have read the contract and all attachments including rental rates and rules regarding rental policies and fully understand the terms and conditions. The Lessee agrees to abide by such rules and regulations and realizes that any violation may affect their ability to rent the Civic Center in the future.

In witness whereof, said City of Schulenburg and Lessee hereby sign this document willing in good faith the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

City of Schulenburg by: \_\_\_\_\_

Lessee by: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_