



OFFICE USE ONLY

RENTAL FEE PAID: \$ _____

DEPOSIT PAID: \$ _____

DEPOSIT REFUNDED: \$ _____

KEY: # _____

KAMAS CITY EVENT CENTER FACILITY RENTAL AGREEMENT

All renters must show proof of residence in the form of a utility bill or other valid documentation (e.g., driver's license) to secure reservation for the Kamas City, Kamas Valley, or Summit County resident's prices. If you fail to do so, you will be charged the full rental price of \$1,500 per day. This application must be completed and signed prior to the use of the facility.

NAME: _____

PHYSICAL ADDRESS: _____

MAILING ADDRESS: _____

TELEPHONE: _____

DATE REQUESTED: _____ TIME: _____

PURPOSE OF USE: _____

- A \$500 security deposit will need to be paid the week of your event. Pending any damage to the facility, your money will be refunded within 3-5 business days.
- For evening and weekend events the key to the facility must be picked up at the City Hall during business hours prior to the date of rental. A \$75 fee will be charged to your card if we have to meet after business hours to issue a key.
- A \$75 fee will be charged if the key is not returned within 2 days of the event. The key can be left in the payment dropbox at the City Hall after hours.
- The rental schedule of the facilities is for the full day from 7:00 a.m. to 11:00 p.m. This includes cleaning time.
- Tenants will respect the rights of adjacent residents and behave in a manner that does not create a nuisance to surrounding residents and properties. This includes, but is not limited to, playing loud music that reverberates outside of the building. Music is not allowed after 10:00 p.m.
- The undersigned is responsible for restoring all furniture and equipment to their original location. The renter is responsible for checking ALL items on the provided cleaning list. The undersigned is responsible for disposing of garbage. **NO GARBAGE IS TO BE LEFT IN OR OUTSIDE CITY PROPERTY!**
- If a complaint is received and verified, the tenant forfeits the full security deposit and Kamas City staff will ask you to vacate the premises.

- Kamas City reserves the right to refuse future service to tenants who violate the rules of the rental agreement in any way. All complaints received will be taken into serious consideration.
- The renter must be 21 years of age or older.
- The City is not responsible for any lost or stolen items.
- The City will remain free and harmless from any liability claims that may occur during the use of the facilities as a result of the activities of the renter and guests. The applicant shall be liable for all claims.
- The renter is responsible for any and all damages that may be caused during the use of the facility. Please notify us of any known damage so that it can be repaired in a timely manner.
- Our Cancellation Policy is as follows: Cancellations received up to three months before your event, 50% of your rental fee. Cancellations received less than three months prior to your event will forfeit the entire rental fee.
- This application must be completed and signed prior to the use of the facility.
- City meetings/events take precedence over any and all reservations and notice will be given at the earliest possible date.
- Alcoholic beverages will NOT be permitted in or on any City owned facilities.
- No dogs will be permitted in or on any City owned facilities.

I have read the City Facility Rental Agreement and agree to abide by the conditions set forth. I understand that if any of my guests or I violate any of the conditions set forth in this agreement, I may be subject to losing the privilege of renting this facility in the future and forfeit the security deposit.

Applicant signature

Date

Applicant printed name