

Initial contact date: _____

Deposit required by: _____

**Deposit must be made within one week of initial contact date to hold reservation*

GREEN CHARTER TOWNSHIP	Rental Date: _____, _____, _____	2017 full day
21431 Northland Dr.	Setup _____, _____, _____	2017 half day
Paris, MI 49338	Cleanup _____, _____, _____	2017 half day
	Day Month Date	

Stone Hatchery Park Reservation/Lease Agreement

The Stone Hatchery Park Premises has security cameras.

LEASE AGREEMENT made _____, _____, 2017 by and between the Charter Township of Green, a municipal corporation, hereinafter designated **LEASSOR** and

LESSEE NAME: _____

ADDRESS: _____

CITY: _____ ZIP: _____

PHONE: _____ E-MAIL: _____

EVENT: _____

Cancellation Policy: If the Lessee notifies the Township **in writing** within 90 days after the reservation was made, a full refund of the deposit will be given. The Lessee will forfeit the full deposit if notification of cancellation is given after 90 days.

Please initial here. _____

THEREFOR, in consideration of the covenants and conditions hereinafter contained, IT IS HEREBY AGREED by and between the parties hereto as follows:

1. The LESSEE shall not damage, mar, deface, use tape in any manner, and will not drive nails, attach hooks, use tacks, or screws into any part of said building, and will not make any alterations of any kind therein, and that the LESSEE shall pay for or otherwise make good, or repair all damage to the building and property of LESSOR caused by LESSEE guest, agents, and/or employees during the tenure of the contract.
2. LESSEE will remove all trash and garbage generated during rental. All refuse must be removed and may be placed in Township dumpster before the keys are returned to the LESSOR.
3. The LESSEE shall be liable and responsible for all janitorial, maintenance and cleaning personnel necessary to prepare the premises for the next scheduled activity and/or any necessary repairs to be completed in order to restore the premise to equal or better condition than prior thereto immediately following such activity, subject to inspection by the Township Clerk or Designated Party.
4. The LESSOR will be the sole judge of any damage and cost of repairs, where applicable, and may deduct these costs from said security deposit.
5. The LESSEE agrees to assume all responsibility for injury to persons on property.
6. NO ILLEGAL DRUGS are allowed on Township property. NO SMOKING inside Township building.
7. Function may be policed by the MECOSTA COUNTY SHERIFF DEPARTMENT and/or the MICHIGAN STATE POLICE.
8. LESSEE may cancel this agreement either by calling or by written notice directed to the LESSOR in advance of the date scheduled.
9. The LESSOR shall have the right to terminate this contract in its entirety or in part at the option of the LESSOR immediately upon the happening of the failure by the LESSEE to perform, keep and observe any of the terms, covenants and conditions herein contained on part of said party to be performed, kept and observed.
10. The LESSEE shall not assign, transfer or sublet this lease of said premises or any part thereof, without written consent of the township.

11. The LESSOR hereby lets and leases to the LESSEE, the Stone Hatchery Park Building between the hours of **7:00 AM and 12:00 PM. ALL music SHALL CEASE at 11:00 PM.** All clean-up completed, lights turned out and electrical box locked by **12:00 PM.**
12. Said premises may be rented to a **Resident LESSEE** for the purpose stated above and for no other purpose without written consent of the **LESSOR** for the sum of **\$100.00** per day to be paid in advance. The **Resident LESSEE** shall also pay a **Security Deposit**, in advance, the sum of **\$100.00.** **Non-Resident LESSEE** shall pay at a rate of **\$200.00 per day** to be paid in advance. The **Non-Resident LESSEE** shall also pay a **Security Deposit**, in advance, the sum of **\$200.00.**
13. **ALCOHOL WAIVER OPTION MUST BE SIGNED, IF LESSEE WILL BE ALLOWING CONSUMPTION OF ALCOHOL. PROOF OF INSURANCE IS REQUIRED. (Attach Waiver Form and Proof of Insurance to document)**
14. The LESSEE shall not admit more than **200** persons. The passageways and emergency exits are to be kept clear at all times.

This agreement shall be governed, construed and interpreted by, through and under the Laws of the State of Michigan.

In Witness whereof, the parties have executed this lease as of the day and year first written above.

LESSEE: _____ Date: _____

LESSOR: _____ Date: _____

Deposit Fee paid \$ _____ date _____

Total Rental Fee date _____ \$ _____

Additional Time for Setup and/or Tear Down available at half day rates:

Resident

- Setup the day before in the afternoon – Resident – \$50.00 Resident \$ _____
- Cleanup done the next day finished by noon - Resident - \$50.00

Non-Resident

- Setup the day before in the afternoon – Non-Resident – 100.00 Non-Resident \$ _____
- Cleanup done the next day finished by noon – Non-Resident - \$100.00

All Renters are responsible for their owned or rented materials/equipment security.

Rental Time _____, _____, _____ 2017 to _____, _____, _____ 2017
Day Month Date Day Month Date

Total Rental & Additional Fees \$ _____

Official Use Only

Rental Fee	1/2 day	Deposit	Res- <input type="checkbox"/> \$100.00	Keys Picked-Up	Keys Returned
Res- <input type="checkbox"/> \$100.00	\$50.		Non-Res <input type="checkbox"/> \$200.00	Date:	Date:
Non-Res <input type="checkbox"/> \$200.00	\$100.				

Cash Check Cash Check

Deposit <input type="checkbox"/> Returned in Full <input type="checkbox"/> Damages Withheld \$ _____	Amt Received \$ _____
Notes:	Less Damage \$ _____
	Amt Returned \$ _____