

WEeping WATER COMMUNITY BUILDING FOUNDATION
101 W ELDORA AVE., PO BOX 329
WEeping WATER, NE 68463
402-267-5152
kg33101@windstream.net

**RENTAL AGREEMENT FOR
GIBSON HALL**

This agreement made and entered into this _____ day of _____, 20____ by and Between the Weeping Water Community Building Foundation, hereinafter referred to as WWCBF and _____, whose address is _____ and Phone number is _____ hereinafter referred to as Renter.

RENTAL DATE _____

Fees:

\$100 - Damage/Hold the Date deposit due at reservation. This deposit can be returned if reservation cancelled 30 days prior to event. Deposit **will not** be returned if event is cancelled less then 30 days prior to event, or damage done to building during event.

\$250 - Rental fee due when key is picked up.

\$100 - Cleaning deposit. This fee is optional. If you would like the WWCBF to clean up after your event you can pay the cleaning deposit. If you plan on cleaning up yourself, this fee is waived. If the WWCBF has to clean up after your event, and you didn't pay the cleaning deposit, we will keep this Damage/Hold the Date deposit.

RULES AND REGULATIONS

Reservations and payments made in advance at City Hall.

Renter agrees to assume all responsibilities for all damages to the building and/or its contents.

Removal of any property is prohibited. Renter is responsible for any missing property.

The building is a smoke free facility.

Free standing and table decorations are allowed. Wall decorations are NOT allowed. Tape, tacks, nails, or staples will damage the surface of the walls. Decorations of any kind are PROHIBITED from hanging from the ceiling, sprinkler heads or lights of the facility.

Candles are permitted but must be contained in a drip-proof holder so the wax will not be able to fall onto the tables, chairs or floor.

All garbage is to be bagged and disposed of in the dumpster located in the parking lot behind the building.

All personal items and food are to be removed.

All chairs and tables are to be returned to their proper place.

Clean sinks and counter tops.

DO NOT adjust the thermostat.

After any function the building and restrooms are to be cleaned and returned to their original state.

Check doors to be sure they are locked.

Turn all lights off, including the restrooms.

The kitchen is a warming kitchen, not for food preparation or for catering preparation.

Keys for the building shall be obtained from City Hall during regular business hours, which are 8am - 4pm, after the rental fee has been paid. Keys shall be returned to City Hall during regular business hours within 48 hours after the event.

Event needs to end by 1:00 am. Cleaning needs to be completed the morning after the event by 10am.

NO ALCOHOLIC BEVERAGES CAN BE SOLD ON THE COMMUNITY BUILDING GROUNDS AS PER NEBRASKA STATE LAW, UNLESS AN ESTABLISHMENT WITH A LIQUOR LICENSE OR CATERING LICENSE IS HIRED TO DO SO AND HAS OBTAINED A SPECIAL DESIGNATED LIQUOR PERMIT WHICH INCLUDES APPROVAL BY THE CITY.

The WWCBF is **NOT** responsible for any accidents of any kind and anyone using the hall does so at their own risk.

HOLD HARMLESS AGREEMENT

In consideration for my use of the premises known as Gibson Hall, I _____, do hereby release and forever discharge the Weeping Water Community Building Foundation, from any and all actions, causes of actions, claims and demands for, upon, or by reason of any damage, loss or injury, which may be sustained by myself or my activity in consequence of my activity. It being further understood that the Weeping Water Community Building Foundation is not responsible for the activity for which I am renting Gibson Hall.

Dated _____
_____ Renter

Damage/Hold Date Deposit Paid _____
Rental Fee Paid _____
Cleaning Deposit Paid _____
Keys Delivered to Renter _____