**The Rosenwald School**

**a Social Venue**

**RENTAL AGREEMENT #1**

This contract for the rental of designated space is made this day, \_\_\_\_\_\_\_\_\_\_\_\_ by and between T**he Pickensville Community Center Council** and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_referred to as (the Renter). The Renter will temporarily occupy and make use of the Venue located at 120 Jim Locke Road, Pickensville, Al and whereas the Community Center Council and Renter to such rental and use in consideration of certain payments and covenants herein enumerated; Now, therefore, the parties agree to the following terms and conditions.

1.The Rental Fee for the use of the **Event Room & Caterers Kitchen** is **$300.00**. This includes tables and chairs. (White Linen tablecloths, White Chair Covers and Red Tiebacks are available for rent if desired). You will have access to the building by 8:00 am the day of your event. You may obtain early access the day before for decorating purposes at your request for an **additional $25.00.**

2.A **$150.00 deposit** is due to hold the date. The date requested will not be reserved until this payment is received. The remaining payment plus all other fees are due at least 2 weeks before the date of the event. **If Renter cancels 3 weeks or less prior to the date of the event, the deposit is NON-REFUNDABLE.** If the event is booked 3 weeks or less prior to the date of the event, the entire rental fee plus any other fees are due at the time of booking.

3.The Kitchen is available for your use but must be left clean. No food is to be left in the refrigerator or freezer. Stove and hot trays must be left clean. All trash is to be bagged and left in the kitchen area. Trash bags will be provided. Floors must be swept.

4.The renter must remove all personal property, and other items that were not present in the venue when renter took possession immediately after the close of the event.

5.NO LARGE SPEAKERS are allowed. Music from Renters Own device can be played. (REMEMBER: THE TOWN HAS A NOISE ORDINANCE)

6.All Events must end by Dusk or before dark.

7.**ABSOLUTELY** No tape, thumbtacks, staples, glue, nails, nor anything that will destroy the wall is to be used on the wall. (**USE ONLY COMMAND TAPE**)

8.**ABSOLUTELY NO** confetti or glitter is allowed for decorations.

9.All events must end ON TIME and all persons must be out and Venue cleaned by 1 hour later.

10.**ABSOLUTELY NO** Smoking or Vaping allowed in Building.

11. **ABSOLUTELY NO** Guns, Alcohol, OR Drugs in the building or on the premises.

12.You **MUST** follow CDC and State of Alabama guidelines for COVID-19.

13. **ABSOLUTELY NO** animals allowed on premises or in the building.

Renter will be liable for all physical damages due to the actions of Renter or Renters guest while Renter is in control of Venue and shall indemnify and hold harmless the Community Center Council against all legal actions which may arise from Renters use of the Venue.

Renters Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Renters Contact # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Email Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Date of Event \_\_\_\_\_\_\_\_\_\_\_Time of Event \_\_\_\_\_\_\_\_ Approx. # of Guest\_\_\_\_\_\_\_\_\_

First Payment Due \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Final Payment Due \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*\*All Checks should be made payable to **Pickensville Community Center Council**