

Golden Age Society Long-Term Rental Contract

Date_____2025

Organization _____

First Contact Name _____

Phone & Email_____

Second Contact Name _____

Phone & Email_____

Rental Rates

1. Facility	Full Day or Evening	8 h	\$300	_____
2. Facility	Half Day or Evening	4 h	\$150	_____
3. Facility	Hourly		\$50	_____
4. Kitchen including dishes	Full Day	8h	\$100	_____
	Half Day	4h	\$50	_____
5. Meeting Room - Day Use-computer/monitor	(MUST have usage instruction)			
	Full/Half Day	8h/4h	\$100/\$50	_____
	- without computer/monitor	Full/Half Day	8h/4h	\$100/\$75_____
6. Meeting Room - Evening Use 4 hours with/without computer			\$100/\$75	_____
7. Large TV and computer	(MUST have usage instruction)			
	Full Day	8 h	\$75	_____
	Half Day	4h	\$40	_____
8. Coffee Machine with/without coffee & filters	Full Day	8h	\$60/50	_____
	Half Day	4h	\$30/25	_____
9. Storage			TBD	_____
10. Extra Cleaning Required	CASH DEPOSIT		\$100	_____
11. Chairs not stacked/tables not returned/ damaged floor	CASH DEPOSIT		\$150	_____
12. Key Return	CASH DEPOSIT		\$50	_____
13. Alcohol if requested a separate license and contract required				
TOTAL				_____

Seating Capacity Swanson (Green) Room with tables and chairs 56 Chairs only 60

Seating Capacity Main Room with tables and chairs 100 Chairs only 100

RENTOR OBLIGATION

The facility shall be rented to the above with all paid for designations provided and shall rent the facility in good condition.

RENTER OBLIGATION

To leave the facility in the same condition in which it was received. The **RENTER** agrees to:

- notify the **RENTOR** as soon as possible any facility malfunctions or damaged property.
- any damages or loss incurred while the facility is in the care of the renter shall be the renter's responsibility.
- any damages or loss incurred while the facility is in the care of the renter shall be paid for or replaced by the renter to the satisfaction of the rentor.
- Renter agrees to use ONLY that part of the facility named in this contract.

RENTER RESPONSIBILITY (Deposit of \$300 may be used if failure to follow these responsibilities)

- a) TO leave facility in the same condition as when it was rented to you.
- b) TO dispose garbage and recycle cans and bottles as instructed.
- b) TO lock all doors and windows, turn off all lights and set alarm as instructed.
- c) TO carry, not drag/slide tables and chairs across the floor.
- d) TO use the chair dolly, stack max 7 chairs high same color only.
- e) TO not fix items on surfaces without permission.
- f) TO not prop open outside door(s) due to heating/cooling of facility.
- g) TO use facility ONLY for the agreed purpose of this rental.
- h) TO use dishwasher/sterilizer only as directed and assumes full responsibility if damaged.
- i) TO use TV's ONLY as instructed and assumes full responsibility if damaged.

TERMS OF PAYMENT

- First rental and cash deposit (\$300) paid in advance.
- Subsequent rental payments to be made as arranged and recorded with office.
- Facility to be used only for the specified activities agreed to of this rental. Activities are:

- This contract may be changed or cancelled with 2 weeks written notice by either party.
- Cash deposit of \$300 returned when rental contract ends December 31/2024 or may be applied to new rental contract 2025 provided there is no cause to use the deposit.
- Your rental does not give you exclusive rights to the facility. It may be necessary for staff or members to have building access during your rental time. Please ask for more information.

I have read and agree to the terms of this rental. Date_____2025

Name of Renter

Authorized Signature

Golden Age Society_____Date_____2025

Title _____