

Harris Town Hall LEASE AGREEMENT

As updated 12-9-15

Caretaker
Ph: 218-327-0435

USER RESPONSIBILITIES:

Users must sweep floors after each use

Users must wash & put away any dishes used

Users must take ALL garbage home with them

Users must leave the hall in meeting format (see diagram)

Smoking is not allowed in the Town Hall Building [Feb 08]

Use of alcoholic beverages is **not** allowed

Users may *not* put nail holes in the walls

Users may *not* put tacks in the walls

Users may *not* remove any items that belong in the hall

LEASE RENTAL AGREEMENT

WHEREAS, the undersigned is desirous of utilizing space owned by the Town of Harris and

WHEREAS, the undersigned acknowledges the use of said property, with the permission and consent of the Town of Harris, is subject to the following provisions;

THEREFORE, it is agreed by the undersigned that the condition of their use of the Harris Town Hall shall comply with the following conditions:

1. That they shall make arrangements with the Caretaker of the Harris Town Hall and agent of Harris Township. The rental of the building is for (list purpose):

2. Rental date: _____ (day and date).

Rental shall be for the hours from _____ until midnight, unless stated differently:

3. That the undersigned assumes the responsibility and liability for damages to the Harris Town Hall, ordinary wear and tear excepted, as such might occur during their use of said property.
4. That the undersigned assumes responsibility for clean up of said building. This means:
 - Place tables and chairs in meeting format; all others must be stacked in accordance with the meeting format diagram
 - Kitchen and meeting room areas must be swept
 - Dishes and utensils, if used, must be washed, dried, and put away properly
 - The renter must take ALL garbage with them, in bags provided by the township; this includes bathroom, kitchen, and main room garbage. **If any garbage is left in the Harris Town Hall after said rental, the deposit will be RETAINED for disposal of the garbage. NO EXCEPTIONS.**

Any task not performed in this section could result in the loss of rental deposit

5. It is understood by the users of the premises that NO alcoholic beverages shall be permitted on Township property, and there is to be NO smoking in the Town Hall Building.
6. It is further understood that during the use of the premises, the lessor herein shall be present. Such presence is a condition of the continued use of the building on that date or in the future.
7. It is further understood that the Harris Town Board shall clear any entertainment, and that no music shall, at anytime, be in operation outside the Town Hall. No speakers, amplifiers, or sound apparatus shall be allowed outside or placed in the open doors or windows to produce sound outside of the Town Hall at any time.

8. It is further understood that users of said premises shall hold harmless the Town of Harris, the Town Board, and all agents of the Town of Harris for any injuries sustained to persons or property as a result of the use of the Town Hall premises under this agreement. Further, the user shall indemnify the Town of Harris, the Town Board of Harris, or the agents of the Town of Harris for any damages or amounts paid the Town on behalf of the user for damages which the Town of Harris as a result become liable due to use of said premises by the undersigned.
9. User shall indemnify the Town of Harris, the Town Board, and all agents of the Town of Harris against all liability arising during the lease term, from injury to person or property, occasioned wholly or in part by any act of omission of the user, or of his agents, employees, assigns or subleasees.
10. The Town of Harris, the Town Board, and all agents of the Town of Harris shall not be held responsible for any property of users, or of his agents, employees, guests, assigns, or subleasees if left overnight or forgotten on premises, becomes lost or damaged.
11. If the undersigned decides to **cancel** at any time before the date of use, it is agreed and understood that **at least seven (7) days notice** will be given to the caretaker.
12. By execution of this agreement, the undersigned hereby covenants to comply with the terms and conditions hereof.

Dated: _____ 20____

Harris Township:

Name of
Leassee: _____ (print)

Caretaker

Leassee signature

Any comments:

Address

City / State / Zip code

Phone number

<p>Cash Receipt: _____</p> <p>____ \$50 Resident rate + \$25 deposit</p> <p>____ \$100 Non-residential rate + \$25 deposit</p> <p>____ \$100 For-Profit activity rate + \$25 deposit</p> <p>____ No charge - Funeral activities of resident</p>	<p>Return Deposit? YES _____ NO _____</p> <p>If "YES", date mailed: _____</p> <p>If "NO", reason: _____</p> <p>_____</p> <p>_____</p>
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