

City of Rush City

325 S. Eliot Avenue ♦ P.O. Box 556 ♦ Rush City, MN 55069

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COMMUNITY CENTER RENTAL AGREEMENT

720 W. 14th Street ♦ Rush City, MN 55069

To reserve the Rush City Community Center, complete the rental agreement and pay the rental fee of \$50 for residents or \$75 for non-residents. The fee may be paid with either cash or a check made payable to the City of Rush City. A damage deposit of \$150 is also required. This check shall be dated the day of your reservation and made payable to the City of Rush City. This will confirm your reservation for the rental date. Your damage deposit will be returned to you if the Community Center has been cleaned according to the rental agreement and the rules of use.

Please pick up a key for the Community Center, Monday-Friday before your reservation, between the hours of 8 a.m. and 4:30 p.m. **Keys WILL NOT be available after office hours.** Return the key to City Hall by placing it in the water payment deposit box inside the front door or by bringing it to the front desk Monday-Friday from 8 a.m.- 4:30 p.m.

The renter agrees to see that after its use thereof the premises are in all respects clean, and the tables and chairs are as you found them. All equipment used is washed in a sanitary fashion and put away. All trash and garbage is placed in the dumpster outside. The vacuum/brooms, cleaning supplies, and extra garbage bags are located in the mechanical room next to the men's bathroom.

Note: The Community Center currently DOES NOT have a stove/oven, just a microwave.

Renter agrees to observe all laws and ordinances of the City of Rush City.

Renter agrees to indemnify and save harmless the City of Rush City from any and all claims of any sort which may be asserted by any person during or by reason of the use of the premises herein granted.

PLEASE PRINT

Contact Person _____ Phone _____
Address _____ City, State, Zip _____

Signature of Renter Date of Use

Event: _____ Hours of Use: _____

FOR OFFICE USE ONLY:

Dated this _____ day of _____, 20____. Amount Received: _____
Receipt # _____ Damage Deposit Check Received _____ Returned _____