



BURT TOWNSHIP BOARD

ALGER COUNTY

P.O. BOX 430

GRAND MARAIS, MI 49839-0430

906-494-2381

Fax: 906-494-2627

www.burttownship.com

Community Recreation Facilities Rental Agreement

Facility: (check all that apply)

- | | | |
|--|--|--|
| <input type="checkbox"/> Community Center | <input type="checkbox"/> Kitchen | <input type="checkbox"/> Recreation Building (Pole Barn) |
| <input type="checkbox"/> Stage/Baseball Facility | <input type="checkbox"/> Pavilion | |
| <input type="checkbox"/> Edmund T. Warren Park | <input type="checkbox"/> Agate Beach Boardwalk | <input type="checkbox"/> Bayshore Park Bandstand |

Bandstand and Pavilion: Additional picnic tables must be reserved at the same time as the facility. No long tables outside.

Type: (check all that apply)

- | | |
|-------------------------------------|--|
| <input type="checkbox"/> Public Use | <input type="checkbox"/> Private Use |
| <input type="checkbox"/> Daily | <input type="checkbox"/> Hourly (no. of Hours _____) |
| | <input type="checkbox"/> Weekend |

Will there be Music?

- | | | |
|-----------------------------|---|---------------------------------------|
| <input type="checkbox"/> DJ | <input type="checkbox"/> Band/Musical Instruments | <input type="checkbox"/> Stereo/Radio |
|-----------------------------|---|---------------------------------------|

Note: Renters are responsible for abiding by the Burt Township Noise Ordinance. The Burt Township Board expects the Noise Ordinance to be followed, and that you show courtesy toward surrounding neighbors by keeping the volume of sound at an acceptable level.

Renters Initials

Rental Agreement: Dated by Burt Township on: _____

By signing this agreement, it is understood that the Burt Township Board grants permission to _____
 _____, of (address) _____,
 (city, state, zip) _____ Phone: _____
 to use the facility(s) indicated above between (date/time) _____ and _____.

TERMS:

The facility(s) will be used for the purpose of _____.

The total cost for the rental is \$ _____.

This includes a security deposit of \$ _____ and a rental fee of \$ _____.

The security deposit will be retained by the Burt Township Board until an inspection of the premises determines that the facility(s) is free of damage and debris and refund request is approved.

A deposit, equal to the security deposit plus one half of the rent, in the amount of \$ _____ is to be paid when this agreement is signed. The reservation will not be put on the Township calendar until receipt of the deposit. The balance of the rental fee must be paid by the last business day prior to the function.



Rules:

- Prior to the event/function, the Burt Township Representative shall do a “Pre-Event Walk-through” with the Renter.
- Do not use nails, screws or other materials which may deface the walls, ceiling, furniture, or woodwork for decorating. Masking tape may be used as an adhesive (except on ceiling tiles).
- Do not remove any furnishings from the facility at any time without written permission of the Burt Township Board or an authorized employee.
- Renter is responsible for any and all damages. If damages occur, renter will compensate the township within 10 days of the receipt of the damage report for all expenses over and above the amount of the security deposit. The Burt Township Board reserves the right to withhold any or all of the security deposit to recuperate any damages.
- Renter is responsible for the conduct of all persons entering the facility during the terms of this agreement.
- If alcoholic beverages will be served at this function, the Renter agrees to do so in accordance with Federal, State and Local laws. The renter further assumes complete and total responsibility and liability for any and all occurrences or accidents and agrees to hold harmless the Burt Township board and its employees.
- No Smoking in any Township Buildings.
- The facility(s) must be swept and mopped, tables and chairs must be returned to their original places, all doors and windows must be closed and locked, the thermostat(s) must be turned down to 55 degrees, and all garbage in bags/receptacles. Please dispose of any excess garbage into the dumpsters available behind the Community Center.
- **If you are serving food, a temporary food service license from the health department is required! Please initial that you understand this must be obtained from LMAS. Initials: _____**

Acknowledgement:

I hereby agree to follow all Burt Township Community Recreational Facility Rules and Regulations and acknowledge receipt of said rules. If this rental agreement is not signed and returned within 30 days of date on the front page; it is invalid. I hereby acknowledge that if I cancel the rental a \$15.00 cancellation fee will be withheld and no refund will be issued if I cancel within 48 hours of the event/function. I acknowledge that I am the individual responsible for the care and maintenance of the facility(s) during the period of use indicated on the reverse. I agree to indemnify and reimburse Burt Township for any and all damages resulting to Township property from use of the facility(s), normal wear and tear excepted. I understand that failure to accomplish everything in the rental agreement and will result in the loss of my security deposit, if applicable, and/or additional costs with a minimum \$100 charge. If I damage, vandalize or destroy any township property, this will also be at my cost.

I further understand that Burt Township reserves the right, at its sole discretion, to cancel and/or revoke this rental agreement and/or to terminate the planned event for any reason, including but not limited to: use other than disclosed herein, inaccurate information disclosed herein, or deemed hazardous to the public health, safety or welfare, or for noncompliance with any applicable Federal, State, County or Burt Township Ordinance or Laws and Regulations.

By: _____

Signature

Date

Printed Name