

VILLAGE OF BANCROFT COMMUNITY HALL RENTAL AGREEMENT

Fees:

- Private Rental of Hall -----\$100.00 per day
(Showers, weddings, birthday parties, gatherings, funeral dinners for non-Village residents, etc.)
- Non-Profit Organizations ----- \$ Donations
-Requires **PRIOR** approval of Village Council which only meets the 2nd Wednesday of each month. Get your requests in early.
- Funeral Dinners for Village residents -----\$ Donations

ALL individuals and entities wishing to reserve the Hall must provide a refundable deposit of \$30.00 which will be returned provided that the Village Hall, its contents and key(s) are returned cleaned and in proper condition.

Contact Village President at (989) 634-5375 or "bancroftpresident@gmail.com" for reservations, key to building, and payment of rental fee plus deposit.

To Reserve Your date you **MUST** complete this below reservation and:

1. Bring the appropriate rental rate by check, money order or cash to the Village Office.
2. Provide a separate check payable to the "Village of Bancroft" for the \$30.00 deposit. If the Hall, its contents and key are returned in proper condition, this deposit check will be mailed to you.
3. Mail completed form with checks to **Village of Bancroft, PO Box 97, Bancroft, MI 48414** or drop in the drop box at the west side of the DPW building located at 120 Warren Street. Do not deposit cash into drop box.

RESERVATION

Name of person responsible: _____

Street/Address: _____

City/State/Zip: _____

Phone: _____

Date(s) of Rental: _____

(Don't forget to include your check/money order for rental fee and check for deposit.)

Following payment and availability of Hall, you will be provided a confirmation for your reserved date(s).

Cancellations must be made as soon as possible and requested refunds (if any) are made at the Village's discretion, based in part on whether the Hall could be re-rented by advance notification of cancellation. You **MUST** make arrangements to get key **IN ADVANCE** of your reserved date or you will **NOT** get in.

Disclaimer, Release and Indemnification Agreement:

The Village of Bancroft offers the Community Center for rental for public and private parties. Rental of the hall is .. open to Village residents and non-residents on an AS IS basis. Included with the rental is a kitchenette stocked with a stove, microwave(s) and refrigerator, however,

no guarantee is made that any or all of these appliances will be working, nor available on your reserved date(s). Additionally, the Hall houses historical artifacts from Bancroft. These items are owned by the Village, the Bancroft Historical Society, Boy Scouts, and/or private citizens. While those items are on display, are available for viewing, they must not be handled, damaged or removed. The Community Hall itself also has some historical significance. Your rental fees help the Village to maintain the Hall. Unfortunately, given the age of the Hall and budget constraints, the Hall is not always optimally maintained. The Village with the support and donations from volunteers have made attempts to repair significant leaks in the building. From time to time, adverse weather conditions have caused water leaks to occur in some areas of the building. The source of those leaks has not always been able to be located to be repaired. By utilizing the Hall you acknowledge the potential for water leaks and possible damage during your reservation. You should take necessary precautions to protect yourself, your invitees, your event and belongings from loss or damage from other persons, weather, theft, or other harm. The closing and locking of all exterior doors and windows is recommended to help deter or deflect loss or damages. You are responsible for any harm, disruption or damage caused by your event or persons present surrounding your event. You agree to release the Village of Bancroft, its agents and employees from any damaged incurred during or surrounding your rental. You further agree to indemnify the Village of Bancroft, its agents, insurers, and employees for any liability incurred by them as a result of your rental of the Community Hall. The Hall is also equipped with a furnace and overhead fans. It does not have air conditioning. In cold weather, the furnace may be insufficient to maintain optimal temperatures. The Hall may not be available for rental year around and is often closed from January until May. The Village thanks you for your patronage of the Community Hall and hopes that you enjoy your rental. **By signing, you acknowledge that you have read the above information and agree to the terms presented.**

Signed: _____ Dated: _____

For Village Office Use Only:

-Deposit received on _____, check/cash/money order#_____. Deposit Returned: _____

-Rental Fee received on _____, check/cash/money order # _____. Returned (if applicable) _____

Issued Key # ____ on ____/____/20____. Returned Key # ____ on ____/____/20____. Rec'd by _____