

# Town Of Danville

## Rental Contract 2024

1. Rent must be paid before you can use the building in full.
2. The renter has been allotted 30 minutes before he agreed upon rented time for setup and 30 minutes after for cleanup for free. If the renter exceeds these times by 15 minutes, a charge of \$25 will be added per half hour over the allotted time.
3. Basic cleanup is included, light sweeping, light mopping. Excessive cleanup by our janitor will result in extra charges depending on the severity of the mess.
4. The Town of Danville will provide chairs and tables that have been requested by the renter.
5. The renter is responsible for any damages that occurs during their rented time that is the direct result of (both deliberate and accidental) of their guests.
6. The renter is restricted to only using the areas they have rented. No roaming the hallways,
  - a. Example: Cafeteria is rented. The renter will have access to the cafeteria and bathrooms.
  - b. Example: Gym is rented. The renter will only have access to the gym and bathrooms.
7. The renter is responsible for cleaning up all decorations, trash, leftovers, etc. Garbage bags will be provided by the Town of Danville. Trash bags are to be taken to the dumpster and placed evenly. Do not pile bags up on one side of the dumpster. Large items such as decorations, boxes, etc. are not to be put in or around the dumpster. Those items must be collected by the renters and taken elsewhere.
8. The following list of items is not permitted during the event.
  - a. Live animals
  - b. Skateboards, scooters, bikes, etc.
  - c. Alcohol, tobacco, or drugs
9. No hanging on the basketball rims.
10. If the cafeteria is rented, the stove and refrigerator must be wiped off after use.
11. All food brought into the facility must be removed.
12. Make sure all guests/participants are out of the facility before you leave.
13. All lights need to be turned out. If not, a fee of \$25.00 will be charged.

By signing below, you acknowledge that you have read, understand, and agree to the rules and charges listed above. This contract will be signed by the renter and a witness for the Town of Danville.

Renter:

Date:

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Town of Danville Witness: \_\_\_\_\_ Date: \_\_\_\_\_