

EMCC RENTAL AGREEMENT

The deposit shall be refunded provided the following is done.

1. All chairs and tables are to be put away. Use two people to put tables up and take tables down. Do not grab tables in the middle.
2. The table/chair carts are to remain in the Auditorium at all times; carts are NOT allowed in the hallways due to damages they have been causing.
3. All floors including the hall and entry are to be swept and wet mopped.
4. The kitchen is to be completely cleaned to include: cleaning the sink, mopping the floor, bagging and putting all trash in dumpster and replace trash bags, empty and clean refrigerators, clean stoves and spills in the oven, clean countertops, and wash all dishes and utensils used and put away.
5. All trash is to be picked up from the premises inside/outside the building.
6. No alcoholic beverages in or around the building.
7. **NO SMOKING**
8. The renter shall not use scotch tape, pins, nails, thumbtacks, etc. on the walls or stage area.
9. The renter understands that the City of Arapahoe is not responsible for accidents or for articles left on the premises and that the renter agrees to hold the City of Arapahoe harmless from any and all injury to person or property.

By signing this agreement the renter understands and agrees to be responsible for the cost of repairing any and all damages to the premises which may occur while the building is leased to the renter.

Renter/or Organization

\$ _____ \$ _____
Rental Fee Rental Deposit

Rental Date Paid Date

THE EMCC IS A SMOKE-FREE FACILITY