

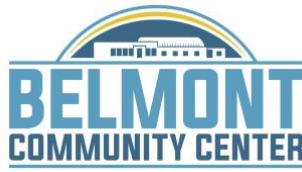
BELMONT COMMUNITY CENTER FACILITY USE RENTAL AGREEMENT

Hours of Availability:
Monday-Friday: 5:30pm-9:00pm
Saturday/Sunday: Upon Request and as Availability Allows

The following expectations and acknowledgements must be agreed to when an organization is requesting to rent indoor facility space(s) at Belmont Community Center (the "Center"):

Facility Rental Rules

1. No food or drinks, other than water, are allowed in the gym or on the meeting room carpeted area unless written permission is obtained in advance and attached to this Agreement.
2. No drugs, alcohol, smoking or tobacco use is allowed on Center property, including its parking lot. No gum is allowed in the gym.
3. No weapons of any type, including but not limited to knives, ammunition, guns, tasers, stun guns, brass knuckles, or blades of any kind, are allowed on Center property, including its parking lot.
4. No pets or animals are allowed in the facility, unless preapproved by the Center, or the animal is a service animal.
5. The organization renting the facility accepts full financial responsibility for any damages done to Center property during the rental period. Damage fees will be charged to the organization, including labor charges incurred for repairs.
6. An individual adult representing the organization renting the facility and supervising the event (age 21 or older) must remain inside each space being used during the event, and must remain on the property until all participants have left the property.
7. All rental hours will be charged to the full hour. There is a one-hour minimum of all rentals. Time includes set-up and clean-up time.
8. Cancellations by the organization renting the facility must be made at least two (2) weeks in advance for a full refund. Any cancellation made less than two (2) weeks in advance will result in a partial refund of 70%.
9. The Center reserves the right to reschedule a rental event should mitigating circumstances arise regarding the Center's need for the facility, or if closure is necessary due to weather or other conditions. If rescheduling becomes necessary, the Center will provide the organization renting the facility with advanced notice when possible, and will reimburse in full any rental fee if rescheduling is not possible.
10. The total number of persons using the facility cannot exceed the capacity listed for each indoor space. The capacity for the gym is limited at 90 people; the meeting room limited to 28 people; the snack room limited to 30 people. The total maximum capacity for the entire facility, all rooms combined, cannot exceed 90 people.

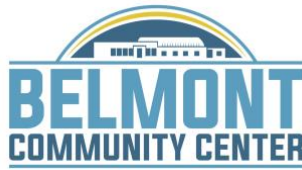


The organization renting the facility is responsible for...

- A. Providing adequate liability insurance for its activity and participants. Belmont Community Center assumes no liability/responsibility for personal injuries or property damage for use of the facility under this Agreement.
- B. Securing appropriate personnel to handle participants, traffic and crowd control before, during and after the event. This is the sole responsibility of the organization renting the facility.
- C. Submitting a completed Agreement and full payment to the Center at least seven (7) days prior to gym use unless other written or documented payment agreements have been made and are attached to this Agreement. The renter organization fully understands that failure to provide these items at least seven (7) days in advance of the event may result in denial to rent the gym. No dates will be confirmed on the Center's calendar until a completed rental agreement and full payment is received and approved by the Center's Executive Director or designee. Reservations may be made by phone or email. Phone and email reservations require payment by credit card or the delivery of cash or check and a completed, signed form to be emailed or faxed to belmontcc@belmontcommunitycenter.org (email) or 402.477.8855 (fax) to Belmont Community Center. A reservation will be confirmed through phone, return fax or email by the Center.
- D. Paying the Center for any damage to the facility or other Center property incurred as a result of facility use by renter organization event participants.
- E. Supervising rental participants and attendees during the rental. This includes making sure that attendees remain in the allowed facility spaces and adhere to the rules and regulations of the Center. Failure to abide by Center rules and regulations may result in immediate closure of the facility, as well as costs associated with any damage caused by rule violations.
- F. Completely cleaning up the facility and any other property utilized by event participants and leaving Center property in the condition it was found. This includes picking up any trash, clothing, or other property belonging to attendees and putting equipment away. This includes moving any furniture back to its original location. A post-use inspection will be conducted. Failure to properly clean and pick up the facility or other property may result in additional fees and loss of future rental privileges.

The misuse of the Center's facility or non-conformance of its rules may result in the forfeiture of the damage deposit and denial of any future use. The Center is not responsible for any lost or stolen items or items left by the rental party or its participants.

Make Checks Payable to: Belmont Community Center
Copy of Agreement and Payment May be Sent to:
Email: belmontcc@belmontcommunitycenter.org
Fax: 402.477.8855
Mail or Delivery: 3335 N. 12th St Lincoln, NE 68521



Renter Information

Name of Organization Renting Gym: _____

Primary Contact Person: _____

Organization Address: _____

Organization Telephone Number: _____

Primary Contact Telephone Number: _____

Primary Contact Email: _____

Name and Age of Person Responsible for Gym Use During Event: _____

Purpose of Facility Use: _____

Date(s) Requested: _____ Estimated Attendance: _____

Requested Hours of Use: From _____ to _____

Requested Equipment (Upon availability and approval from the Center): _____

(Note: If these hours are exceeded, you will be billed accordingly.)

Fees

Fees for the facility are as follows:

****An invoice attached to this Agreement details renter's accurate payment obligations.**

Deposit	Fee
Damage Deposit	\$100
<hr/>	
Facility	Rate Per Hour
Gymnasium	\$35/hr
Meeting Room	\$35/hr +\$15/hr (use of snack room)
Ballfield	\$25/hr (outside only) \$35/hr (restroom access) +\$15/hr (use of patio/sandbox)

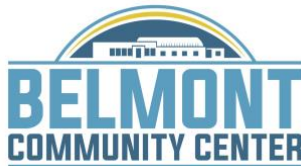
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Renter Agreement

By my signature below, I acknowledge that I am an authorized representative of the organization listed above, and the information provided above is accurate. I agree Belmont Community Center has provided me with the rules outlined above for use of its facility. I have read the rules, agree to comply with them and ensure enforcement of them by attendees using the gym under this Agreement. I understand the Center may immediately terminate this Agreement and any event hereunder if the organization fails to comply with its promise to supervise its activity and comply with and enforce the Center's rules. I also agree to pay the fees outlined on the attached invoice, as well as any additional fees per this Agreement. I also agree with the following:

Liability and Hold Harmless. The group, individual, or organization using the gym pursuant to this Agreement agrees to compensate Belmont Community Center for all damages to facilities, equipment or other property owned by the Center and further assumes all liability for any personal injuries of participants, including death, of the scheduled event. The group, individual, or organization also agrees to waive any and all claims against the Center and hold harmless the Center, its employees, officers, insurers, board members and agents, from any and all claims which may be made for damages or injuries to property or persons occasioned by any cause arising or as a result of rental or use of the Center's gym under this Agreement.

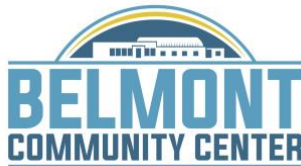
Damages. The group, individual, or organization using the gym pursuant to this Agreement agrees to report any damages to the Center property, the gym or loss of equipment within 24 hours of the event. A complete inspection of the facility will be undertaken by the Center the day after an event, or as soon as possible thereafter. Any damages will be reported by the Center to the undersigned within 48 hours of the event.

Signature and Title (Renter)

Date

Signature (Center Representative)

Date



CENTER COMPLETES THIS SECTION:

Date Agreement Received _____

Amt Paid _____

Date Signed/Approved _____

By: _____ (Center Rep. Initials)

Gym Inspected on _____ (date)

By: _____

(Concerns Should be Documented Below)

Damages if Any:

Gym:

West wall damage – 6 total spots

Blue and white is peeling

Garage door – dented in various spots; lock is bent

Snack Room:

Chipped countertops, drawers, and cabinets

One missing trashcan lid

Further Damages Reported on _____ (date)

By: _____

To: _____