

# RENTAL AGREEMENT

## Sullivan Memorial Community Park Building

Physical Address: 3248 Hwy 83  
(Mailing Address: PO Box 1244)  
Seeley Lake, MT 59868

Phone: 406-499-5578  
Email: [slcommunityhall@gmail.com](mailto:slcommunityhall@gmail.com)

### RENTER INFORMATION:

Name:

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Address:

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City, State, Zip:

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Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Scheduled Rental Period:

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Date and Time/Duration

Purpose of Use:

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Number of People Planning to Attend:

1-25  25-50  50-75  75-100  100-125  125+

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**RATES: (please check mark appropriate selection)**

	Up to 4 Hours:	4 – 12 Hours:	24 Hours:
One-Time Fee	\$200 <input type="checkbox"/>	\$250 <input type="checkbox"/>	\$300 <input type="checkbox"/>
Cleaning Deposit	*\$200 <input type="checkbox"/>	*\$200 <input type="checkbox"/>	*\$200 <input type="checkbox"/>

**\*Cleaning is Deposit Only. Hourly rate will apply if SMCP is required to clean hall after rental.**

**Renter will need to write 2 SEPARATE CHECKS both payable to "Sullivan Memorial Community Park"**

Rental Amount: \$ \_\_\_\_\_ **(Rent Check)**

Cleaning and Property Damage Deposit: **\$ 200.00 (Cleaning Deposit Check)**

**Reminder: Cleaning Deposit will not be returned if ANY cleaning is needed.**

This completed and signed agreement must be returned with full payment to hold this reservation.

**CANCELLATIONS:**

For cancellations made more than 7 days prior to scheduled use, a full refund will be issued. Cancellations less than 7 days prior to scheduled use will result in full forfeit of rental amounts paid. No refunds for late arrivals, early departures, or weather conditions.

**TERMS AND CONDITIONS:**

In addition to the above conditions, I hereby agree with the following terms:

- a. To keep the premises in a clean and sanitary condition, complete and check off all items outlined on the cleaning checklist, REMOVE ALL GARBAGE, adjust heat to 60 degrees and lock all doors before leaving event.
- b. To use and operate the facilities, fixtures and appliances in a proper manner.
- c. To not destroy, deface, damage, impair or remove personal property or any part of the premises

- d. **Prohibited Items on the premises: Glitter and/or confetti**
- e. To pay for repairs of any damage incurred during occupancy because of the actions of anyone in your party, other than normal wear and tears. If any damage has occurred to the unit, we will contact you in writing as to the damage and the charges.
- f. To provide paper goods and supplies as necessary.
- g. To pay for the replacement of any items missing from the premises upon Renter's checkout.
- h. To abide by the Community Hall rules and policies attached and to advise other guests in your party of these rules.
- i. To hold harmless the Seeley Lake Community Park, Inc., Seeley Lake Lions Club, Uff Da Montana Enterprises, LLC or their designated agents for any injury, or personal property damage to any member of your party during your stay.
- j. Occupancy past the scheduled rental period may result in forfeit of deposit.
- k. Smoking and pets are not permitted on the premises.
- l. To not cause disturbance to the neighbors.
- m. Drinking alcoholic beverages by people under the legal age of twenty-one (21) is not allowed. Should a member of the party be arrested for underage drinking or should the Management Company observe a member of the party under the age of 21 drinking alcoholic beverages, the rental agreement may be terminated and the renters evicted at the option of the Management Company. Illegal drug use is strictly prohibited. Renter shall hold harmless and defend any action or suit that may be brought against Seeley Lake Lions Club, Sullivan Memorial Community Park, and Uff Da Montana Enterprises, LLC resulting from any action or alcohol related incident by Renter or anyone from the renter's party.

\_\_\_\_\_ Date: \_\_\_\_\_  
 RENTER

*Sharlene K. Sande* \_\_\_\_\_ Date: \_\_\_\_\_  
 Sharlene K. Sande – MANAGEMENT OFFICIAL

### **Rental of the Building includes the Following**

1. Tables sufficient to seat up to 150 people
2. Approximately 165 chairs
3. Microphone & speakers
4. Toilet paper & paper towels
5. One refrigerator
6. Standard 30" kitchen range
7. One commercial kitchen range (Note – this takes approximately 30 minutes to heat up)
8. 20 cup coffee pot
9. 4 large trash cans
10. Dust mops, mops, pads
11. Dish soap
12. Trash Bags

Renters are welcome to use donated items found in the drawers, including towels, potholders, dish rags, dishes, bowls and other items in the unlocked cupboards. However, if there are none in the drawers or cupboards, you will need to bring your own supplies.

### **Renters will need to provide:**

- 1) Plates, cups, glasses, silverware
- 2) Tablecloths, fine linens, napkins, decorations
- 3) **Cleaning crew that will HAUL AWAY ALL TRASH (including anything you bring)**
- 4) Sound system and/or projector and screen if desired
- 5) Bartender, if alcohol will be served