

LEASE AGREEMENT FOR SHARON TOWNSHIP HALL

This Lease made this _____ day of _____ 2 _____, by and between **The Township of Sharon (“Township”)** as Lessor, and _____, (“Tenants”) as lessee(s). Township hereby agrees to lease to Tenants the open public area of the Township Hall located at 18010 Pleasant Lake Road, Sharon Township. It is agreed that the rental fee for use of the Township Hall shall be \$55.00 for the first hour and \$10.00 for every hour thereafter. Township residents shall be entitled to a \$5.00 per hour discount for each hour after the first. This rental fee is to compensate the City for the cost of utilities and use of the premises. A \$50.00 deposit is required which shall not be refundable unless the Township is given notice of cancellation at least 15 days prior to your event.

Date and time for event: _____ **Number attending:** _____

The Tenants agree not to assign or transfer this lease nor sub-let the premises without the written consent of the Township. Any assignment, transfer, or subletting without written consent shall give the Township the right to immediately terminate his lease. Tenants further agree that the Township may have use of the premises if necessary for Township official business but every attempt will be made to not interfere with Tenant’s event and use of the premises.

Tenants agree to be responsible for and to indemnify, hold harmless and defend the Township for any and all liability, loss, and/or expenses for any damages or injury to any person or property in, on or about the leased premises from any cause related to or arising out of Tenants use of the premises. The Township does not assume any responsibility or liability for any injury, property damage, or loss of property.

Tenants agree that the Township Hall will not be used for any unlawful, improper, or prohibited purpose and further agree to use the premises subject to the following conditions:

- (1) NO ALCOHOL of any kind will be brought into, distributed in, or consumed on, the premises.**
- (2) The Township offices, equipment, utility room and closets will be strictly off limits and their use prohibited.**
- (3) The Township Hall cannot be occupied later than 10:00 P.M. and must be completely vacated by 10:00 P.M. unless the Township agrees otherwise in writing in advance.**
- (4) No onsite cooking is permitted. Arrangements can be made to have your event catered.**

(5) Decorations are permitted but must be hung or displayed in such a way as to not damage or mar the walls, ceiling, floor or other surfaces. Your decorating ideas should be discussed with Township personnel well prior to your event. All decorations must be removed immediately following the conclusion of your event unless other arrangements have been made with the Township.

(6) No candles or open flames will be permitted inside the Township Hall. (i.e.d. candles are permissible)

(7) All trash shall be removed from the premises immediately following the conclusion of your event and the premises shall be delivered back to the Township in like condition as it was before being rented.

WITNESSED BY:

TENANTS:

(Name)

(Name)

DATED: _____

(Address)

FOR OFFICE USE:



EVENT DATE: _____

CONTACT PERSON: _____ CONTACT #: _____

TYPE OF EVENT: _____

DEPOSIT DATE: _____ CASH: _____ CK#: _____

DEPOSIT TAKEN BY: _____

REMAINING BALANCE DUE: _____ CASH: _____ CK#: _____

BALANCE TAKEN BY: _____

EVENT CANCELLED ON: _____ CANCELLED BY: _____

CANCELLED WITHIN 7 DAYS: Y or N DEPOSIT REFUNDED: Y or N REFUNDED BY CHECK#: _____