

## THE CORNER ROOM RENTAL AGREEMENT

Event: \_\_\_\_\_ Date of event: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Phone #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Rental Price: \$ \_\_\_\_\_

Time of Event: From \_\_\_\_\_ To \_\_\_\_\_ Cleaning / Damage Deposit: \$25.00

Total \$ \_\_\_\_\_

Please read the following terms which have been laid out within the Corner Room Rental Agreement. If you have any questions and/or concerns please feel free to call the Building Managers. **Walt Hartline 231-920-2716 or Tonia Hartline 231-829-3287**

**Mail to: 18655 190<sup>th</sup> Ave**

**Tustin, MI 49688**

**Email to: [wthartline@att.net](mailto:wthartline@att.net)**

**Website: [thecornerroom.net](http://thecornerroom.net)**

This agreement must be completed and returned to the Manager, before any bookings will be finalized. Rental fee along with cleaning deposit are due at time of booking.

All monies collected will be deposited at time of receipt. REFUNDABLE DEPOSITS WILL BE MAILED TO THE PERSON SIGNING THE AGREEMENT BY THE 2ND MONDAY OF THE MONTH FOLLOWING THE EVENT. Please make sure MAILING ADDRESS is correct.

## THE CORNER ROOM RENTAL AGREEMENT

1. All users must pay the rental and cleaning/damage deposit before any key is given to the user.
2. All bookings of the Corner Room will be charged a cleaning/damage fee of \$25.
3. Rental costs are \$50 for either a 6 hour block or \$75 for the entire day. The 6 hour blocks are from 8am – 2pm and 3pm – 9pm.
4. The renter will be responsible for:
  - a. the cleaning of all used rooms: bathroom & meeting space.
  - b. removal of bottles, paper cups, decoration, garbage, etc. from building and grounds.
  - c. wiping off the tables and chairs.
  - d. floors to be swept & wet mopped where needed.
  - e. if this is not done, the cleaning deposit will not be returned.
5. Only masking tape or scotch tape shall be used when attaching anything to painted surfaces. Any material used to attach decorations to ceiling must be removed. Upon inspection, if damage occurs, charges for damages will be taken from the security deposit. If damages are more than the amount of the security deposit, you will be billed for the balance.
6. The organization or persons using the facility must assume responsibility for the orderly conduct of its own members and their invitees.
7. Alcohol will not be permitted in the building or on the grounds.
8. No smoking will be allowed in the building.
9. No pets or animals, except service animals, will be allowed in the building.
10. The management of the building reserves the right to refuse service to any group or individual.
11. The organization or persons shall indemnify and save harmless the Corner Room and the Corner Room Management against all claims and demands made by any members of the organization or the invitees for injury or damage to such member of the organization or the invitees resulting from the neglect, default or misconduct of the organization, its agents, servants or assistants during the term of this agreement.
12. The organization and each member thereof and their invitees hereby agree to assume all risk of loss, damage or injury to person and property except to the extent of such loss, damage or injury as caused or contributed to by negligence of the Corner Room, its servants, employees or agents.
13. The Defense and Indemnity. Renter agrees to indemnify, defend, and hold the Corner Room, their employees, and their agents harmless from and against all liability, loss or damage which may accrue as result of any claims, suits, demands, or judgments made or brought by any third party against the Corner Room arising, directly or indirectly, out of any work or activity conducted in or about the Corner Room by Renter, its employees, contractors, or agents during the term of this Agreement. I hereby acknowledge that I have read the above terms and conditions and agree to comply with the terms and conditions stated therein.

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Renter

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Date