

Harris Park C.C. Space Rental Agreement

Thank you for your inquiry to use the Harris Park Community Center. Please fill out the information below and email back to info@harrisparkmetrodistrict.com

PLEASE PRINT:

Name of Class: _____

Description of Class: _____

Estimated Number of Guests _____

Proposed Date(s) of Class _____

Hours of Class: Start _____ A.M. or PM End _____ A.M. or P.M.

Will this be a recurring class? Y _____ N _____ If so, how often? _____

What Supplies will be used? _____

What equipment will be used at the community center (IE Stove etc) _____

Your Name: _____

Phone: _____ Email: _____

Additional Notes: _____

Please read through the rules and agreements and sign below to acknowledge.

RENTAL RULES AND AGREEMENT:

- No Smoking inside the building or within 15 ft.
- Set-up and clean up will be the responsibility of the renter. Please leave the room as you found it.
- No glitter/confetti.
- No lit candles or open flames.
- Nothing may be attached to the walls with nails, thumbtacks or anything that will puncture the walls.
- Children are to be closely monitored and supervised.
- If you are charging money for your class, 20% of the class sales will go back to Harris Park Metropole District for the rental fee.
- Movement class instructors must provide their own insurance and present it to the board.

CARE OF PROPERTY: Instructor is expected to care for our property as if it were your own. It will be maintained in the condition it was rented.

INDEMNITY: Instructor does hereby indemnify and hold harmless Harris Park, and all its members, officers, representatives, and hired personnel from and against all claims of whatsoever, kind or extent, including but not limited to, personal injuries or damage of any nature to person or property arising from renter's use or occupancy of these premises.

LOSS: Harris Park is not responsible for any loss or theft on these premises from renter's use of or occupancy of these premises. Instructor is responsible to secure all valuables.

ACKNOWLEDGEMENT: Instructor declares to have read the content of this rental agreement and agrees to abide by these rules in their entirety.

X _____ Date: _____
Instructor Signature

Phone: _____ Alternate Phone: _____

Email: _____

Please email this to info@harrisparkmetrodistrict.com along with any other information about the class including description, links and photos. You will be contacted if and when your rental is approved.

Thank you for helping build a strong community