

Agreement For Renting

BAYARD COMMUNITY CENTER

400 Main Street, Bayard, IA 50029

Keys Received _____ Date _____

Activity _____ Date of Activity _____

Contact person for the activity _____

Address _____

Home Phone _____ Cell Phone _____

There is a phone in the building that you may use for local calls. This phone is blocked from making long distance calls.

The Renter agrees to:

A deposit may be required to reserve the date of the activity with the balance to be paid when the key is picked up for the event. **RENT MUST BE PAID BEFORE THE KEY IS ISSUED—NO EXCEPTIONS!!** The key is available at the Bayard Public Library Monday through Friday from 1-5 p.m. Also, Wednesday from 10 a.m. – 8 p.m. and Saturday from 9 a.m. – Noon. I understand that I will be billed \$50 if the keys are not returned to the Library by Noon on Monday following a weekend rental. The key can be left in the Library book drop.

Rent:	1 Day	2 Days	3 Days	4 Days
Whole Building	\$125	\$225	\$300	350
Front Meeting Room Only	\$ 35	\$ 60		
Front Meeting Room W/Kitchen	\$ 55	\$100		

You are responsible for cleaning after your activity. If the building is not cleaned satisfactorily, a fee of \$100 will be billed to you for cleaning expenses.

The renter is responsible for any damage done to the building or equipment.

Large roasters are available. They will be provided if requested. They must be thoroughly cleaned and left on the kitchen center island after use. _____ Roasters Requested.

Signature _____ Date _____

Deposit _____ Date _____