

RULES AND REGULATIONS

1. The user waives any requirement of the Landlord and Tenant Act and agrees that Curtis Township will make an inspection prior to and after the user's function, he may be present, but acknowledge that the opinion of the representative of Curtis Township in assessment of any damage which may have occurred shall be binding upon him. The security deposit will not be returned until after inspection of premises. The inspection shall be made on Monday following a weekend rental or the next day after a week day/night rental.
2. It is agreed that the Renter will conclude his function and vacate the building by **2:00 A.M.** The premises may be used only for the purposes stated, and only the room or rooms agreed upon may be used, except for rest rooms, hallways, stairs, and other public passages. **THE CURTIS TOWNSHIP HALL SHALL BE TOTALLY CLEANED BY 11:00 A.M. OF THE FOLLOWING DAY.**
3. All police, fire safety, sanitary and other regulations in force must be observed.
ABSOLUTELY NO SMOKING OR ALCOHOL ALLOWED IN HALL.
4. Renter may not attach any decorations, etc. to building or its fixtures by any permanent means, including tape which cannot be removed without damage. **(NO DUCT TAPE MAY BE USED)**. It is permissible to decorate the auditorium one day prior to the function if the hall is not rented to another party.
5. All equipment, furnishings, supplies, food, trash and rubbish, and anything else brought into the building by renter must be removed immediately following the function, unless other arrangements have been made with Curtis Township prior to the function.
6. Rates for rental of the facility **does not** include janitorial service. The facility must be left clean. Payment must be made in advance. Renter shall not permit or allow premises to be damaged or diminished in value by any act or negligence of, renter, members of group using, their guests, or employees, in any manner whatever. Renter shall not allow anyone to sit or stand on the tables. The Renter is responsible for all loss or damage. At the conclusion of the rental period, it is the responsibility of the renter to see that all windows and doors are securely closed and locked, all tables and chairs that were put up shall be taken down, all lights and fans are turned off and that the key for the hall is returned at the specified time and location.
7. Any substantial abuse or damage to the premises or its contents over and above the Security Deposit by groups or persons using the building, their guests or employees, shall be sufficient cause for denial of any future request for use, and as to the cost of the repair of any such damage, the Renter agrees to immediately transmit to the Curtis Township Clerk's office. Nothing that sweats or leaks, such as beer kegs, washtubs, coolers may be placed directly on the floor. Suggestion is to place them in another container such as a plastic or fiberglass swimming/wading pools, four to five foot in diameter.
8. Curtis Township shall be held blameless from any injury whatsoever to persons property during rental periods, and the lesser hereby accepts full responsibility, therefore, and further, by signing and dating this agreement does unequivocally absolve Curtis Township from any and all liability.

9. The Renter certifies that all activities carried on within the building shall be legal and the Renter shall be absolutely responsible for ascertaining that no illegal activities of any type shall be permitted on the premises. Specifically, there shall be no minors or anyone else permitted to indulge in any illegal activities, including, but not limited to illegal drinking, illegal taking or selling of drugs, gambling or any other similar activities. The Renter hereby acknowledges that they will ascertain that all provisions of the Michigan Liquor Control Commission shall be complied with including making the determination whether a license may be required in relationship to alcohol consumption on the premises. **A SECURITY OFFICER SHALL BE ON DUTY WHENEVER LIQUOR IS BEING SERVED.**

10. A Curtis Township Official will be available during regular business hours to assist the Renter in whatever way necessary and the Renter agrees that such questions or assistance will be restricted to normal business hours.

11. In case of cancellation of this agreement one month prior to the date of the event/function, all of the deposit shall be returned to the Renter. After one month prior, none of the deposit will be returned, in consideration for Curtis Township reserving the date for the Renter.