

Hopewell Fish and Game Association

Rental Agreement (Club's Copy)

Initial

HOUSEKEEPING RULES (Initial To Signify Compliance)

USER OF FACILITIES MUST SUPPLY THEIR OWN PAPER PRODUCTS.

___ All kitchen utensils MUST BE CLEAN AND PUT AWAY.

___ Tables and chairs MUST BE wiped off and put back on carts. **TABLES MUST BE STACKED FACE TO FACE.**

___ Make sure exhaust fan(s) are off when leaving.

___ Check commodes to be sure water isn't running and commodes have been flushed.

___ Close any windows that were opened, including storm windows.

___ Replace any wood that was used with wood from the woodshed.

___ Floors MUST BE swept and any spills wet mopped. Bathroom and kitchen mopped, if dirty.

___ Bathroom and kitchen doors must be shut after event.

ALL GARBAGE MUST BE REMOVED FROM PREMISES AFTER EVENT.

___ Turn thermostat down to 50, when leaving.

___ All lights MUST BE turned off, inside and out.

___ Make sure all doors are locked, when leaving.

___ Any items broken or damages MUST BE reported to the Club Representative.

I/We, the undersigned, understand the above rules and regulations and agree to abide by same. I/We have also been given a copy of the Housekeeping Rules in advance, so that I/We are aware of what is expected of me/us during and after my/our event. I/We understand that, if these rules are not met, I/We will not only forfeit the \$150.00 security deposit, but I/We will forfeit any rights to the use of Hopewell Fish and Game Association in the future.

I/We, _____ (name of Lessee), are planning to rent the facilities at Hopewell Fish and Game Association on _____ (date of event), for the purpose of _____ (type of event).

Lessee's Representative Signature and Date: _____

Lessee's Contact Information: _____

Lessee's Address: _____

___ **Member (\$150 Security Deposit, \$100 Rental Fee)** _____ **Club Representative**

___ **Organization (\$150 Security Deposit, \$150 Rental Fee)** _____ **Approval Date for Lessee's Event**

_____ **Date Money Received** _____ **Inspected by and Date**

Housekeeping rules not met: _____

Damages observed: _____

I recommend the \$150 security deposit be: ___ **Returned** ___ **Held**