

**PLEASE RETURN THIS FORM WITH PAYMENT  
RENTAL OF BELVIDERE COMMUNITY BUILDING, GYM AND  
OTHER FACILITIES  
107 VESTA STREET, SIX LAKES, MICHIGAN 48886**

**APPLICATION**

Print Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Alt .Phone: \_\_\_\_\_

Day Requested: \_\_\_\_\_ Arrival Time: \_\_\_\_\_ Departure Time: \_\_\_\_\_

\_\_\_\_\_ Community Building      \_\_\_\_\_ Gym      \_\_\_\_\_ Other (Please list)

Purpose of Rental: \_\_\_\_\_ Estimated Attendance: \_\_\_\_\_

**I have read, understand and agree to the terms in the policy and lease contract for the Belvidere Township Community Building, Gym and other facilities.**

**APPLICANT SIGNATURE** \_\_\_\_\_

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**(For Office Use) – Please check appropriate use:**

- \_\_\_\_\_ **Community Building w/o alcohol, band or DJ-- \$50 Rent, \$50 Deposit**
- \_\_\_\_\_ **Community Building w alcohol, band or DJ \$200.00-- Rent, \$100.00 Deposit**
- \_\_\_\_\_ **Gym w/o alcohol, band or DJ-- \$150.00 Rent, \$100.00 Deposit**
- \_\_\_\_\_ **Gym w alcohol, band or DJ-- \$250.00 Rent, \$100.00 Deposit**
- \_\_\_\_\_ **Gym or other by hour for party up to 4 hrs--\$10.00/hr Rent \$50.00 deposit**
- \_\_\_\_\_ **Set up and take down same as rent**
- \_\_\_\_\_ **Other facilities rates to be determined.**

**Date of Refund** \_\_\_\_\_ **Inspected** \_\_\_\_\_

**Maximum Seating  
80 for the Community Hall  
120 for the Gym**

**COPY OF PHOTO ID  
ATTACHED**

## **LEASE CONTRACT FOR BELVIDERE TOWNSHIP COMMUNITY BUILDING, GYM OR OTHER.**

The Township building have been built and furnished with the public funds of its taxpayers, and Township officials, being aware that they are the custodians of the taxpayers' property, have formulated the following conditions for renters.

### **I AGREE TO ALL OF THE FOLLOWING CONDITION**

1. The renter will be present in the rented building during the entire rental period.
2. Inspection of the Building before and after use shall be made by the Manager or a Board Member.
3. A deposit and rent shall be made at the time of reservation. A 30-day notice of cancellation shall be given or the deposit and rent may be non-refundable.
4. Key card will unlock the door at 8:00 a.m.
5. All children's activities must be supervised by an adult.
6. Activities involving a band must cease playing by 1:00 a.m. and the building vacated by 2:00 a.m. except for a small cleaning committee, and they must remain quiet and done by 3:00 a.m. Bands will be allowed only on Friday and Saturday nights.
7. Alcoholic beverages will be allowed but arrangements must be made in advance with the Manager. No parties serving alcohol will charge admission, have a cover charge, ask for donations, or sell drinks. A Law Officer or Manager will check parties serving alcohol periodically. The renter of the hall will be responsible for any minors. Alcoholic drinks are not to be taken outside the building at any time for any reason.
8. The deposit part will be refunded after the building has been inspected and is deemed responsibly cleaned. The renter will be responsible for reimbursement to Belvidere Township for any damages to the premises, building and equipment, over and above the required deposit. No permanent alterations to the building are allowed.
9. The renter must agree to the **Hold Harmless Clause** listed as Appendix No 1 located on the back of the application form.
10. All chairs and tables must be returned to the appropriate locations, carpet vacuumed, kitchen and restrooms cleaned; stove, oven and microwave cleaned if used and garbage removed to dumpster. The building must be left in the manner in which it was found.
11. No decorations on ceilings, surfaces or walls.
12. Exits shall not be blocked.
13. Be respectful of the neighbors we do not own the land on the west side of the Community Building, so no playing on the west side and no parking on the west or north side.
14. All lights must be turned off and all doors locked upon leaving.
15. The Community Hall key must be returned to the key drop box on the wall by the senior's center room. The Gym key must be returned to the drop box by

the office window. Key must be returned no later than Monday morning or the next business day.

16. Failure to comply with the conditions will result in forfeiture of the deposit.

**DO NOT LEAVE THE BUILDING UNLOCKED AND UNATTENDED!**

**I have read and agree to the above rules and regulations.**

**Applicant signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**HOLD HARMLESS CLAUSE**  
**(Appendix No. 1)**

To the fullest extent permitted by law, the applicant, agrees to defend, pay on behalf of, and hold harmless Belvidere Township, against any and all claims, demands, suits, losses, including all costs connected therewith, for any damage which may be asserted, claimed or recovered against or from Belvidere Township, its elected and appointed officials, employees, volunteers or all others working on behalf of Belvidere Township, by reason of personal injury, including bodily injury and death; and/or property damage, including loss of use thereof, which arises out to the alleged negligence of Belvidere Township and/or in any way connected or associated with this contract.

**APPLICANT SIGNATURE**\_\_\_\_\_

**DATE**\_\_\_\_\_