

NEBCO COMMUNITY CENTER – RENTAL AGREEMENT

17823 Marshall St., Garfield, AR

Mailing Address:
14639 S Wimpy Jones Rd
Garfield, AR 72732
479-359-3134

The NEBCO Community Center (hereafter referred to as the “Center”) can be reserved for your function Monday-Sunday between **9am-6pm**. Rental rates are \$175/day plus \$150 deposit for members of the NEBCO FIRE-EMS district. For non-members of the district, the rate is \$500/day plus \$300 deposit. For use of the kitchen, an additional rental fee is \$150/day. Groups composed of minors (under 18) must have at least two adult chaperones at all times.

In order to secure the *Center* for your event date, the rental fee and deposit must be paid at the NEBCO FIRE-EMS office Monday-Friday between 8am and 4pm. Make checks payable to NEBCO FIRE-EMS. No refund of rental fee will be given within 30 days prior to event. You must obtain written permission from NEBCO for early set-up or late tear down. NEBCO FIRE-EMS takes precedence over any outside group for use of the *Center*.

- a) To have any and/or all of Lessee’s deposit returned, the *Center*, including restrooms, kitchen and premises, must be left in the same condition as prior to your event.
- b) Lessee is financially responsible for any damages to the *Center* and/or its contents that exceed the deposit.
- c) All trash is to be bagged and placed in the provided outside bins.
- d) Refunds of any deposits due will be returned to you by mail within five business days of your event.
- e) All supplies for your event (i.e. paper plates, utensils, dishes, napkins, table covering, center pieces, etc.) are to be supplied by lessee.
- f) Nothing (including decorations of any type) may be placed or attached to the walls or ceiling.
- g) Any item left in the *Center* will be discarded.
- h) No sale of alcohol or the sale or use of drugs is allowed. Alcohol use must be in compliance with all state, county and city regulations. Use of tobacco products or lighted candles is not allowed inside the *Center*.
- i) NEBCO FIRE-EMS is not responsible for accidents or lost or stolen items.
- j) To maintain the integrity of NEBCO FIRE-EMS fund raising events, no items may be sold &/or no admission fees may be charged.

By signing below, the Lessee agrees to abide by the above stated rules & regulations.

Name: _____ Date: _____

Signature: _____

Organization: _____

NEBCO FIRE-EMS COMMUNITY CENTER RENTAL INFORMATION

EVENT INFORMATION

TYPE OF EVENT: _____

DATE OF EVENT: _____ NUMBER OF PEOPLE ATTENDING: _____

IF YOU ARE USING A CATERING SERVICE, LIST THEIR CONTACT

PERSON & PHONE NUMBER: _____

LESSEE INFORMATION

NAME: _____

ORGANIZATION: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE #: _____

EMAIL ADDRESS: _____

SIGNATURE OF LESSEE: _____ DATE: _____

Should the lessee or any of his/her invitees or guests become hurt or injured on said premises due to the actions(s) or omission(s) of any action by any other invitee or guest, the lessor is hereby relieved from any and all liability arising from any such incident. Should any action be brought against the lessor, the lessee hereby agrees to hold the lessor harmless from any and all damages. NEBCO FIRE-EMS reserves the right to refuse rental of this facility.

RENTAL FEE/DEPOSIT

ROOM RENTAL FEE: _____ RECEIVED: _____

ROOM DEPOSIT: _____ RECEIVED: _____ RETURNED: _____

KITCHEN RENTAL FEE: _____ RECEIVED: _____

For deposit refund(s), see point a) on page 1 of this rental agreement.