

**RENTAL AGREEMENT FOR
EVA COMMUNITY CENTER**

The undersigned hereby rents from the Town of Eva, Alabama, the Eva Community Center ("Center") for the following term:

The undersigned shall use the Center for the following purpose and no other:

The undersigned shall allow no unlawful activity or conduct on the Center premises and shall observe all rules, regulations and requirements of the attached "Policy For Use of Eva Community Center," which is incorporated into and made a part hereof by reference.

The undersigned waives, releases and discharges the Town of Eva, Alabama, and its officials, officers, agents, servants, representatives and employees from any and all claims or actions for injuries, damages or loss sustained by the undersigned arising out of, connected with, or in any way associated with the undersigned's use of the Center. Furthermore, the undersigned agrees to defend, indemnify, save and hold the undersigned harmless from any claims or actions brought by any person or entity for injuries, damages or loss sustained by any such person or entity relative to the use of the Center by the undersigned and all those persons present during the rental period, whether invited guests or otherwise.

This agreement shall be binding upon the undersigned and his/her/its heirs, personal representatives, successors and assigns.

This _____ day of _____, 20_____.

Printed Name of Person Signing:

Signature

If the person whose signature appears above has signed this agreement for a partnership, corporation, unincorporated association or any other group, organization; or entity, he or she represents that he or she has full authority to enter into this agreement on behalf of any such entity, group or authorization and to bind it/them to the terms hereafter.

Initials of Signing Party

**TOWN OF EVA
11 ADAMS ROAD
EVA, ALABAMA 35621
TELEPHONE (256) 796-7360 (Monday-Friday 8:00-4:30)
WITH AFTER OFFICE HOUR QUESTIONS, PLEASE CALL 205-410-9646**

POLICY FOR USE OF EVA COMMUNITY CENTER

1. The Eva Community Center, when not in use for municipal activities or programs, shall be made available at no charge (unless special costs result to the town) to a non-profit and non-restricted membership group for events and activities, such as:

- Recognized community groups engaged in programs and activities of a character-building nature.
- Recreation programs and services under the sponsorship of school authorities, education institutions or Eva Activities Association
- Other neighborhood or community organizations whose primary interest is the promotion of the welfare of any age group.

Such users will be required to clean up after each event and leave the building in clean and organized condition. **PLEASE REMEMBER THERE WILL BE NO SMOKING, VAPING, OR TOBACCO PRODUCTS ALLOWED. ANIMALS ARE NOT ALLOWED INSIDE THE BUILDING, SINCE IT IS USED AS A SENIOR NUTRITION SITE. NO WATERSLIDES OR INFLATABLES ARE ALLOWED DUE TO INJURY RISKS.**

2. All charges shall be paid in advance. Rental requests shall be cleared with the Eva Town Clerk so as not to interfere with existing scheduled events. Rental fee is doubled if the event goes beyond 9 PM.

3. Rental fees charged for the Large Room with kitchen are: \$100.00 per day plus \$50.00 damage deposit (\$150 total to be paid before rental date can be secured) Damage deposit will be refunded if:

- The building has been left undamaged.
- All trash (including bathroom) has been taken to the dumpster.
- The tables and chairs are folded and stored neatly in storage area. (Please leave the four rows of tables and chairs that were there when you came in.)
- The kitchen, meeting area, and bathrooms are left clean.
- The floors are swept and spot mopped.
- Lights and appliances are turned off.

4. There will be no extra charge for limited use of the kitchen. You may use the microwave, refrigerator, and coffeemaker. However, the use of any of the food supplies and utensils in the kitchen is prohibited, since they are the property of NARCOG and for use only be Eva Nutrition Site for senior citizens. Please bring your own utensils, paper products, aluminum foil, plastic wrap, coffee, etc. whatever you may need.

5. All reservations will be made with the Eva Town Clerk, Monday-Friday, 8:00 AM-4:30 PM, who will deal with only one person from any group. The center will be opened at your requested time and you will not need a key.

6. The Town Council has the right to refuse rental to any group or organization that it deems detrimental to good order and conduct.

7. Upon completion of the rental, please lock the front door and back kitchen door, turn off all lights and electrical appliances and exit through the side door that leads to the canopy area. The side door will lock behind you.

8. Please contact Town Hall for return of deposit.

Thank you for helping to keep our center clean and usable for others!