

WHITE OAK TOWNSHIP BUILDING RENTAL AGREEMENT

This agreement is entered into this _____ day of _____, 20____, by and between **WHITE OAK TOWNSHIP**, an Illinois Township, hereinafter "The Township", and (Renter's Name) _____, Hereinafter "The Renter" to be used for the sole purpose of _____.

WHEREAS, the Renter wishes to rent the White Oak Township Building belonging to the Township on the terms and conditions provided herein; and

WHEREAS, Renter agrees to the use of the White Oak Township Building in compliance with the terms and conditions of this Rental Agreement and shall at all times act in compliance with all applicable laws and regulations and Renter shall be responsible to ensuring any guests and invitees act in compliance with Rental Agreement and all other applicable laws and regulations.

NOW, THEREFORE, in consideration of the recitals contained herein, the mutual promises hereinafter made and other good valuable consideration, IT IS AGREED AS FOLLOWS:

1. Renter shall have the right to use the White Oak Township Building from the hours _____(beginning) to _____ (ending) on _____, 20____, (hereinafter the "Rental Period").
2. Renter shall pay the Township upon execution of this Rental Agreement the sum of \$_____ for the building rental and \$_____ for the damage and cleaning deposit.
3. Renter will be provided a building access code for the use during "Rental Period" specified on the Rental Agreement. Use of building access code outside the "Rental Period" is strictly prohibited. Using the building access code outside the "Rental Period" will result in forfeiting future use and rental of the White Oak Township Building.
4. Renter shall be responsible for the cleaning of the building and surrounding premises during and immediately following Rental Period. The Renter has received and read the "Renter Checklist". The renter understands failure to complete any of the tasks on the "Renter Checklist" will result in forfeiture of the damage and cleaning deposit.
5. Renter shall be responsible for all damages to the White Oak Township Building / Property, the surrounding premises, the furniture, fixtures, and equipment contained therein during the Rental Period by the Renter or guests of the Renter. Damage of said property will result in forfeiture of the damage and cleaning deposit. If damage exceeds the amount of the damage and cleaning deposit, Renter shall be responsible for the full amount of damages.
6. Renter shall indemnify and hold the Township harmless for any claims or judgments for property damage or bodily injury (including death) made or rendered against the Township because of an occurrence arising out of the use of the White Oak Township by the Renter and the Renter shall be responsible for all cost of defense incurred by the Township, including attorney(s) fees.
7. Renter shall monitor the conduct of guest to insure guest conduct does not damage the White Oak Township Building, contents, adjacent properties, or otherwise disturb neighboring residents or property.
8. Renter will forfeit the damage and cleaning deposit for the following violations:
 - Alcoholic beverages present on Township Property during the Rental Period
 - Smoking in the building or within 15 of any entrance.
 - Animals in the building (except for service animals)
 - Lack of constant adult supervision for youth groups with members under 23 years old
 - Reservation cancellation made 24 hours or less of the Rental Period

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We hereby consent to the conditions and terms of this Rental Agreement and agree to be bound by the same.

RENTER _____ **DATE** _____

The Township hereby acknowledges receipt of the building rent and damage and cleaning deposit fee provided herein and consents to the use of the White Oak Township Building by the Renter for the Rental Period.

WHITE OAK TOWNSHIP

BY: _____ **DATE** _____

INSTRUCTIONS

Please sign **BOTH** (two copies) enclosed White Oak Township Building Rental Agreements.

One signed agreement is Renter copy. Please keep for your records.

The other signed agreement is the Township copy.

Send the signed Township agreement copy along with TWO (2) Checks to:

Jill Mohr
9814 East 2250 North Road
Carlock, IL 61725

1st check is the Rental fee

2nd check is the Damage and Cleaning Deposit

Both checks are made payable to **WHITE OAK TOWNSHIP**

Your access code to enter and close the building is _____

Please Note: The Damage and Cleaning Deposit check will be destroyed if all the items on the Renter Checklist are satisfactory. If Renter wants the Damage and Cleaning Deposit check returned, Renter must provide a self-addressed stamped envelope.
