

FACILITIES LEASE AGREEMENT

LEASE AGREEMENT, made this day _____ by and between the Township of Thornapple, a municipal corporation, hereinafter referred to as "Lessor", and _____, hereinafter referred to as "Lessee".

Lessee Name _____
Lessee Address _____
Phone _____ Email _____

NOW, THEREFORE, THE PARTIES AGREE TO THE FOLLOWING TERMS & CONDITIONS:

1. The Lessor hereby lets and leases unto the Lessee, the following described premises owned by the township for the following period(s):
The Donald Boysen Meeting Room at the Township Hall, 200 E Main Street, Middleville
The Training Room at the TTES Facility, 128 High Street, Middleville
Other : _____
On (date) _____ from _____ am/pm to _____ am/pm
Recurrence: _____
2. Said premises may be used for _____ and for no other purpose, without the written consent of Lessor
3. Lessee is responsible for any damage to the carpeting because of liquid spills and an additional cleaning fee of \$50 will be charged
4. Check here [] for use of power point and/or audio visual equipment at TTES Training Room at \$25 per diem additional charge
5. The Lessee shall pay, in advance, as rent thereof, the sum of \$_____ to help defray the cost of maintenance, utilities and upkeep of said premise. This amount is due no later than _____.
6. The Lessee shall not assign, transfer or sublet this lease on said premise, or any part thereof, without the written consent of the Township
7. The Lessee understands that the use of alcohol and/or tobacco products is prohibited on Township property

THORNAPPLE TOWNSHIP, BARRY COUNTY
200 E. MAIN ST. P.O. BOX 459, MIDDLEVILLE, MI 49333
(269) 795-7202 · WWW.THORNAPPLE-TWP.ORG

8. The Lessee shall be liable and responsible for all janitorial, maintenance and cleaning personnel necessary to prepare the premises for the scheduled activity and necessary to restore the same to an equal or better condition that prior thereto immediately following such activity

9. The Lessee agrees to conduct its activities upon the premises so as not to endanger any personal lawfully thereon and to indemnify and save harmless the Lessor against any and all claims for injury to person or property (including claims of employees of the Lessee or any contractor, subcontractor, or invitee) arising out of the activities contracted by Lessee, its agents, members, guests or invitees

Lessee Name

Date

Township Representative

Date

FOR OFFICE USE ONLY:

Fees: \$50 Deposit \$ _____ Rental Fee Total Received: _____

Receipt Number _____ Date : _____ Deposit returned on : _____

Deposit Retained because : _____

Lessee informed of this by _____

Township Representative

Date

FEE SCHEDULE

for use of

THORNAPPLE TOWNSHIP FACILITIES

The fees shown here are for the use of:

1. Thornapple Township Hall, 200 E. Main St., Middleville, main meeting room including bathroom facilities.

2. Thornapple Township Emergency Services building, 128 High St., Middleville, training room including bathroom facilities.

A. All individuals, groups or organizations, either for profit or non-profit, are required to furnish a one time \$50.00 deposit returnable upon inspection that the facility has been restored to its original or better condition.

B. For use by individuals, groups or organizations where a fee or admission is charged: One time use: \$40.00 per diem; multiple days use: \$25 per diem. *(For example: If the same group reserves the facility for several days/weeks/months running the multiple fee would apply).*

C. For use by groups or organizations for non-profit purposes: No fee is required.

D. Additional charges: Use of power point, audio/visual equipment at TTES training room: \$25.00 per diem payable in advance.

E. Fees are due and payable 24 hours prior of use. Failure to pay the fee will negate the organization or group's reservation of the facility.

F. Light refreshments are permitted to be served in the facilities. However, if there has been damage to the carpeting because of liquid spills, an additional cleaning fee of \$50 will be charged.

G. Groups or organizations are required to reserve the facilities on a form provided by the township.

ACCESS TO BUILDING AFTER REGULAR HOURS

The representative of the organization making the application is responsible in obtaining a key to the building from the Township Office during regular hours, at least 24 hours prior to the date of use. The building must be secured following the organization's meeting.

THORNAPPLE TWP., 200 E. MAIN ST., MIDDLEVILLE 49333 * 269-795-7202

