

City of Storm Lake Chautauqua Park Shelter House Rental Agreement



Rental Date: _____ **Side:** **East** (closer to playground) **West**

Rental is from 7:00 AM to 10:00 PM the day of the rental only.

Rental Agreement between the City of Storm Lake and

Name: _____ (Here after known as renter)

Address: _____ **City:** _____ **State:** _____

Zip: _____ **Email:** _____

Phone number: _____ **Alternate Phone number:** _____

Administrative Use Only

FEES

Rental Fee Paid: \$ _____ **Date Paid:** _____ **Receipt #:** _____

Weekday Rentals (Monday - Thursday) - \$55.00

Weekend Rentals (Friday - Sunday) - \$80.00

Paid: Cash Check Credit Card

Damage Deposit Paid: \$ _____ **Date Paid:** _____ **Receipt #:** _____

Damage Deposit is \$100.00 per side rented.

Paid: Cash Check **Key Issued:** _____

PARK DEPARTMENT INSPECTION

Park Department Inspection Date: _____ **By:** _____

Condition of shelter house: Cleaned No Cleaning Performed

Park Department Cleaning Time in Hours: _____

Key Returned: Yes No

Additional Damages Noted: _____

DAMAGE DEPOSIT ACKNOWLEDGEMENT

Deposit Returned on: _____ **Amount Returned:** \$ _____

Renter Signature: _____
(after key is returned)

NOTE: THIS IS A TWO PAGE FORM - BOTH SIDES MUST BE COMPLETED FOR RESERVATION

Renter hereby agrees that they are renting the Chautauqua Park Shelter House on the above date from the City of Storm Lake and that in doing so they have read and understand the rules and regulations that are required of persons and groups who rent the Chautauqua Park Shelter House. **The renter agrees to the following rules and regulations:**

- I will not allow vehicles including trailers to be driven within the City Park system including the area around the Chautauqua Park Shelter House (Vehicles shall remain only on the parking area provided and shall not be driven on or over any grass or sidewalks within the park system.)
- I agree that crepe paper piñatas are not allowed to be used within the shelter facility
- I agree to clean up and remove any trash from the facility at the end of my rental period including the removal of tape, banners, and streamers that I may hang. (Trash may be placed in the Park Dumpster located to the south of the Park maintenance facility.)
- I understand that I will be issued a key on the day preceding my rental or the Friday preceding weekend rentals and that I am responsible for returning the key NO LATER than 8:00AM on the day after my rental date or I will be charged for the cost of re-keying the facility. If key return is required on Saturday, Sunday or Holiday key should be placed in the City Hall drop box located at 620 Erie Street.
- I understand and agree that I am not to enter the shelter house for any purpose, including the early decorating or late clean up, outside of the hours of my rental agreement.
- I understand that I am responsible for reporting any damages that are present prior to my rental period immediately upon entry of the facility for the first time by calling the Buena Vista County Communications Center at 712-749-2525.
- I understand that I am responsible for any damage that occurs during my rental including any unreported damage.
- I understand that I will be billed and am responsible for the cost of repairs in excess of the amount of my damage deposit.
- I understand that if I do not pay for any invoiced damages within 30 days of the date on the invoice that the City of Storm Lake shall charge me a delinquent fee of 10% for each month that the invoice is not paid. I also understand that after 45 days of nonpayment that the City of Storm Lake reserves the right to take further measures against me to recover the costs of damages incurred during my rental period. (Individuals who allow damage to incur during their rental period will not be allowed to rent the shelter house again for a period of 24 months following the date of the rental.)
- I agree that I will not use the shelter house for a for-profit event.
- I understand that the rental date is not booked until this form has been completed including my signature and the rental fee has been paid to the City of Storm Lake.
- I agree to hold the City of Storm Lake harmless for any injuries that happen as a result of my rental of the Chautauqua Park Shelter House.

In consideration of the fee paid by the renter to the City of Storm Lake the City agrees to provide the shelter house on the stated date during the hours of 7:00 AM to 10:00 PM for use by the renter.

The City of Storm Lake has in effect the following refund policy for renters of the Chautauqua Park Shelter House:

- Cancellation at least 3 months in advance of the rental date renter would receive a 50% refund on their rental fee and 100% refund on their damage deposit
- Cancellation within 3 months of the rental date the renter will receive no refund on their rental fee and 100% refund of their damage deposit.

Renter Signature: _____ **Date:** _____