

## Kawkawlin Township Hall Lease

1800 E. Parish Road - Administration Phone: 989-686-8710

The TOWNSHIP OF KAWKAWLIN BOARD, Bay County, Michigan, in consideration of the agreement on the part of \_\_\_\_\_ Renter, as set forth below, hereby rents to Renter, the Township Hall for the date of \_\_\_\_\_ 20\_\_\_\_\_, from 8:00 am to 1:00 am. The Renter, in consideration of said leasing agreement agrees to the following.

1. Renter agrees to pay the Township a deposit of \$300.00 at the signing of the lease agreement to hold date.
2. Renter agrees that the Hall will not be used for any other purpose than \_\_\_\_\_
3. Renter agrees to pay the Township \$\_\_\_\_ for use of premise and equipment. The Township acknowledges receipt of \$\_\_\_\_ as part payment, the balance of said rental\$\_\_\_\_ to be paid on or before \_\_\_\_\_ 20\_\_\_\_\_(30 days prior to rental date).
4. **Renter may cancel this lease by giving written notice to the Township. \$125.00 will be refunded if more the one (1) year notice is given: \$75.00 will be refunded if more than six (6) months notice: \$25.00 will be refunded if less than six (6) months notice.**
5. This lease shall be void if reassigned without the written consent of Township.
6. **Damage deposit of \$300.00 included in rent price to be refunded in full if no loss or damage occurs. The Township authorizes to retain said amount or any part thereof as liquidated damages to reimburse the Township for any loss sustained by Renter for damages to: furniture, furnishings, fixtures, equipment, dishes and utensils located in said building. Renter agrees that the premises and contents will be left in good condition. Cooking utensils and dishes are to be washed. Renter must remove all personal belongings and empty all trash containers in the dumpster. All property of Renter must be removed by 1:00 am.**
7. **Tables and chairs** are not to be taken outside of hall.
8. **Hall is now AIR CONDITIONED.** Please keep all doors and windows closed to help keep the hall comfortable.
9. The Township of Kawkawlin Hall is a **tobacco free building**. Neither Renter nor guest may use any tobacco products in the building, its restrooms, or in any of its various facilities. No smoking may occur within twenty-five (25) feet of any entry door of the hall. **Using any tobacco products inside the hall will cause forfeiture of the damage deposit.**
10. Renter agrees to allow the custodian of the building full access to said premises at all times. Renter also agrees Security is authorized to remove from said premises any person or persons violating any Federal, State or Local laws. The Renter agrees to abide by all of the laws of the State of Michigan and **agrees not to serve alcoholic beverages to minors.** If premises are leased for teenage dance or parties, no alcoholic beverages will be permitted on the premises. Renter will be liable if minors are served alcoholic beverages at the event covered by the lease. Renter is responsible for all guests.
11. Renter agrees to hold the Township of Kawkawlin harmless and free and clear from any and all liability arising out of leasing said premises.
12. **BAR TO BE CLOSED BY 12:00 AM AND HALL VACATED BY 1:00 AM.**
13. Stage in auditorium is not to be moved.
14. Decorations or tape may be placed on masonry walls only. **No helium balloons may be used.** (Helium balloons interfere with the operation of ceiling fans.) **No hay or straw bales.**
15. No animals or pets on the premises, except as used by persons with disabilities or for scheduled entertainment, such as magicians, etc. Nothing in this lease contradicts or attempts to change any provision of the American with Disabilities Act or its Michigan State counterparts.
16. **Renters serving alcohol must provide proof of security at least one week prior to event.**
17. **Any additional charges incurred will be withheld from security deposit.**

Alcoholic beverages: Circle one Yes No

Hall Manager

Received by: \_\_\_\_\_  
Date: \_\_\_\_\_  
Total due: \_\_\_\_\_  
Deposit due: \_\_\_\_\_  
Balance due: \_\_\_\_\_

Renter: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

7/10/23