

**FAIRFIELD CIVITAN CLUB BUILDING SINGLE EVENT LEASE**

RENTING GROUP \_\_\_\_\_ Date of Rental \_\_\_\_\_

RENTER \_\_\_\_\_ Day Phone \_\_\_\_\_

ADDRESS \_\_\_\_\_ Evening Phone \_\_\_\_\_

The building is rented to QUALIFIED PERSONS only, as defined in **the Fairfield Civitan Club Building Lease Conditions, Rules and Standards** document attached and as determined by the Civitan Rental Manager, any and all of which will hereafter be termed the Lessee.

\* Rental fee is \$500. Half of the base rental fee (\$250) is payable in advance with the completed Lease Agreement Form. This will also hold the date of the rental. A Security Deposit of \$300 and the balance of the rental fee (\$250) (separate checks please) must be paid prior to the time the key is issued. All checks should be made out to "**Fairfield Civitan Club**". The Security Deposit will be returned, to the Lessee, by mail within 7 days after the rental assuming after it is verified that the property was fully cleaned up and left in the condition specified in the **Fairfield Civitan Club Building Lease Conditions, Rules and Standards** document attached. An on-site inspection may also take place between the building rental manager and Lessee to get the deposit back sooner.

\*The same Renting Group's or Renter's name on this lease must appear on the checks and the Lessee must pick up the key and return it within 24 hours of the rental.

\* The term of this rental is the 24-hour period specified by the Date of Rental above. Cleanup should be done immediately after conclusion of the rental and renters should secure and clear the property by 1 AM of the day following the rental. Optional clean up instructions may be made, and agreed upon, by the rental manager.

\* Notification of cancellation must be made at least *two weeks* prior to the rental date; **otherwise the rent deposit will be forfeited.**

\* The attached **Fairfield Civitan Club Building Lease Conditions, Rules and Standards** document is a part of this lease contract and all Lessees shall become familiar with the requirements of that document and abide by them. Use of the Civitan Building shall be wholly at the risk of that person (Lessee) and the Lessee shall protect and hold harmless the Fairfield Civitan Club and its members from claims arising out of the use of the Civitan Building by the Lessee, his/her family, guests or anyone allowed on the premises by Lessee. No drugs or illegal use of any controlled substance are permitted in the Building or on the grounds unless permission is requested from the Rental Manager and approved at the time of rental. Lessee MUST BE 21 YEARS OF AGE AND BE PRESENT AT ALL TIMES DURING THE EVENT. These person/persons must sign below as the Renter and must have the authority to bind the renting group.

\* I understand that this is a binding contract, and I agree to all the terms above.

Lessee \_\_\_\_\_

Renting Group

By \_\_\_\_\_ Date \_\_\_\_\_

Renter

Accepted for Civitan \_\_\_\_\_ Date \_\_\_\_\_