

# Salem Connection Rental Agreement

## To Whom it May Concern

If you have received this rental agreement for Salem Connection, located at 222 W Salem Ave. Indianola, IA 50125, it is because a reservation, in your name, has been requested for:

Date: \_\_\_\_\_ Time: \_\_\_\_\_

*Please fill in the date and time as it appears in the email you received with the confirmation.*

This contract is for rental of Salem Connection by and between **Salem Connection**, hereafter referred to as the "Owner", and yourself, hereafter referred to as "Renter".

**Whereas**, the Renter desires to temporarily rent, occupy, and make use of the Owner's venue, located at 222 W Salem Avenue, Indianola, IA 50125 and known as Salem Connection, and

**Whereas**, the Owner agrees to such rental, occupation, and use in consideration of certain payments and covenants herein enumerated.

**Now, therefore**, the parties agree to the following terms and conditions:

**I. EVENT DESCRIPTION / VENUE ACCESS:** The Renter shall have access to and use of the venue for the date, time and purpose as noted on the confirmation email received by the Renter during the registration process. Reservations will be accepted for events that are held between the hours of 7:00am – 10:00pm.

**II.** Owner will provide to the Renter an **access code** for the front door to give Renter such access no later than one day prior to the scheduled event.

**III. RENTAL COST:** The full rental fee for the use of the venue described in Paragraph I above is as follows:

One-Half Day Rate (4 Hours): \$100.00

8-hour Rental (8am-4pm or Noon-8pm) - \$180.00

Full-Day Rate (8am-9pm): \$200

Punchcard - \$100 (Refer questions to owner)

The reservation will be canceled if the rental fee is not submitted within seven days of the date of the reservation.

**IV.** The **Owner** will provide the **Renter** with the following items:

Tables: 6 – 20" x 60"; 3 – 30"x70" (folding); & 5 – 30"x 66"

Chairs: 40 Stack chairs; 3-66" benches; and 3-regular chairs

One Couch and several office chairs.

Kitchenette with refrigerator and small microwave

**V. DEPOSIT:** If the Renter plans to offer alcoholic beverages to attendees of the event, a security deposit shall be paid to the Owner in the amount of \$100.00 no later than 24 hours before the event. The damages/security deposit will be returned to the Renter upon settlement, minus any charges for actual damages done to the venue by Renter or his/her associates. **In addition**, Renter will provide owner with a copy of a **General Liability Insurance Certificate** that includes Salem Connection as an additional insured. Note: A certificate can usually be obtained from the renter's independent insurance company.

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**VI. REMOVAL OF BELONGINGS:** Renter shall remove all personal property, trash, and other items that were not present in the venue when Renter took control of it. **Note:** The venue does not have a trash bin because of past abuse by the public, therefore the Renter is asked to dispose of their own trash.

**VII. RETURN OF SECURITY DEPOSIT:** Upon Renter's completion of his/her obligations under Paragraph IV & V above, the Owner shall return to Renter the security deposit minus any amounts deemed necessary to repair damages inflicted upon the venue by Renter and/or Renter's associates, guests, invitees, contractors, and all other persons whatsoever who enter the venue during the rental period, whether or not such persons did so with Renter's knowledge or consent.

**VIII. UNPAID BALANCE FEES:** If Renter fails to pay the balance due within the time period agreed upon in this contract, interest shall accrue upon the unpaid balance at the rate of 15% per year until it is paid. Renter shall also be liable to owner for any legal fees, court costs, and other expenses associated with collection. Return check fee is \$35.00.

**VIII. LIABILITY:** Renter will be liable for any physical damages, legal actions, and/or loss of reputation or business opportunities that Owner may incur as a consequence of the actions of Renter or any of Renter's guests while Renter is in control of the venue and shall indemnify and hold harmless the Owner against any and all legal actions which may arise from Renter's use of the venue.

**IX. DISPUTES:** Any disputes arising under this contract shall be adjudicated in the Owner's local jurisdiction.

In witness of their understanding of and agreement to the terms and conditions herein contained, the parties have agreed with completion of the online reservation system.

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**Salem Connection**  
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