

Rental Agreement for the Pomeroy Community Building and/or the Knight Train

This agreement puts forth regulations in an agreement for the use of the Pomeroy Community Building or for the use of the Knight Train.

Terms:

Nonprofit = A not-for-profit organization

Betterment = A group of people who organize an event for the betterment of the community.

Customer= An individual / group of people / organization in which rental of property occurs.

Deposit = Money given to the City Clerk / Deputy Clerk to reserve the Community Building or the Knight Train for a specific date, prior to the date.

A Nonprofit organization or Betterment group can use either the Community Building or the Knight Train at no rental fee. A contract agreement for a Nonprofit organization or a Betterment group may be superseded by a Customer who wishes to rent either the Community Building or the Knight Train. This will be discussed with the contract holders BEFORE the Customer contract is signed.

If a rental date is discussed but a contract is not signed, all effort will be made to contact the person making the request, but, if the first requestor cannot be located after several tries, the building or train may be rented to someone who has deposit money for that same date.

All rentals must be regulated by the City Clerk / Deputy Clerk.

All Community Building rentals may have the key picked up 24 hours prior to the rental date.

All Knight Train rentals may have the train picked up 8 hours prior to the rental time, or if there is no other rental within 24 hours, it may be picked up 24 hours in advance.

Whether a Nonprofit organization, a Betterment group, or a Customer, a contract must be signed for the rental.

A Deposit must be received at the time of the contract agreement. The Community Building will be inspected BEFORE the date of the rental and will be inspected AFTER the keys have been returned to the City Clerk / Deputy Clerk. If the Community Building is left in the same way it was rented, the Deposit will be returned. If the Community Building is not left in the same way as when it was rented, the deposit will not be returned.

Community Building rental fee:

Monday through Thursday: Deposit: \$50 Rental: \$25

Friday through Sunday: Deposit \$50 Rental: \$50

Knight Train rental fee: Deposit \$50 Rental: \$50

Rental Agreement:

Contact Person: _____ **Organization:** _____

Rental Date: _____ **Deposit: \$** _____ **Nonprofit / Betterment:**

City Clerk: _____ **Date:** _____