

Event date: _____

Phone _____

Brighton Green Community Center Rental Agreement

This contract for the rental **609 N. Pinetta Rd** is made this day, _____, by and between BGCA, and _____ (NAME), hereafter referred to as the Renter.

Renter desires to temporarily make use of the BGCA's building, located at **609 N. Pinetta Rd.** and known as BGCA Community Center, and the BGCA agrees to such.

This agreement is for the exclusive use of the large meeting room and kitchen only. Other areas of the building and grounds may be shared by community members. This agreement does not include access to the pool, locked rooms, or the attic -unless separate arrangements have been made.

The Renter shall pay to BGCA the sum of \$200 for **damages/security deposit** which will be returned to the Renter upon settlement, minus any charges for actual damages done to the venue by Renter or his/her associates. _____paid

The **full rental fee** for the use of the venue shall be \$_____per hour/day. The rental fee shall be payable to BGCA before presentation of the keys.

Renter will comply with the rules of the building as may be posted inside the building. Renter is responsible for obtaining any **ABC licenses necessary**. There is **no smoking** in the building. There are **no glass bottles** permitted on the property. **Vehicles are not permitted on the grounds beyond the fence line.**

It is Chesterfield County ordinance that there will be **quiet after 10:00 PM**. It is understood that the renter will abide by this Chesterfield County ordinance. If the police or fire department is called to the premises due to disorderly conduct or fire, the Security Deposit shall be forfeited.

Before the rental period expires renter shall remove all personal property, and trash. Renter shall wet mop before leaving, and clean the restrooms.

Upon Renter's completion of his/her obligations mentioned above, and to the satisfaction of the BGCA representative, BGCA shall return to Renter the security deposit minus any amounts deemed necessary to repair damages by Renter.

Renter will be liable for any physical damages, legal actions, and/or loss of reputation or business opportunities that BGCA 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 BGCA against any and all legal actions which may arise from Renter's use of the venue.

When the rental period expires, Renter shall tender to BGCA the keys at the agreed appointment time.

Cancellations must be received no later than 7 days prior to the event date specified in this agreement. Lessee is required to leave a voice message on the BGCA hotline, (804) 272-9946, with name and call back phone number, as well as contacting the Rental Coordinator directly. Voice mail messages are time stamped. Failure to provide notice of cancellation as stated above will result in a forfeit of the Security Deposit. If the Renter is not able to use the building due to an act of nature or failure of building structure or components, BGCA is not liable for any expenses incurred by Renter. In such cases, any deposits or rental fees will be returned to Renter.

Any disputes arising under this contract shall be adjudicated in the property's local jurisdiction. In witness of their understanding of and agreement to the terms and conditions herein contained, the parties affix their signatures below.

Renter's Signature, date	BGCA Representative Signature, date
Printed Name, date	BGCA Rental Coordinator Phone Number: 804-325-6310
Address	Rent due:
Phone 1	Key due: