

# Town of Stratton Stratton Community Building Rental Agreement

132 Colorado Avenue, PO Box 64, Stratton, CO 80836

Date Agreement is Signed:	
Name:	Phone:
Address:	
Purpose of Rental:	
Rental Date:	Approx. # of people to attend:
Rental Start Time:	Rental Stop Time:

(Please allow for cleanup in your rental time. See terms below.)

Type of Rental: Commercial or Non-Commercial (circle one)

(Commercial Rental - all rentals shall be considered as commercial, except those rentals for non-profit, individual and family use)

Please Check which apply to rental:

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Upstairs North Room (e)            | <input type="checkbox"/> Main Floor with Kitchen (e,f) | <input type="checkbox"/> Public Event (e,f)           |
| <input type="checkbox"/> Upstairs Middle Room (e)           | <input type="checkbox"/> Kitchen only (e)              | <input type="checkbox"/> Setup (after 5 p.m.) (c)     |
| <input type="checkbox"/> Upstairs Cooper Clark Room (e)     | <input type="checkbox"/> Entire Building (e,f)         | <input type="checkbox"/> Cleanup (before 10 a.m.) (d) |
| <input type="checkbox"/> Main Floor without Kitchen (a,e,f) | <input type="checkbox"/> Alcohol Use (b,e,f)           |   |

- a. Kitchen use limited to coffee, cookies, donuts*
- b. Special Event Insurance must be purchased through the town insurance carrier for events with alcohol use and/or large events.*
- c. \$20 Setup fee for setups after 5:00 p.m. the day before the rental date.*
- d. \$10 Cleanup fee for cleanup before 10:00 a.m. on the day after the rental date.*
- e. \$25 Key Deposit, due with Agreement, refunded after key is returned.*
- f. \$100 Cleaning/Damage Deposit, due with Agreement, refunded after building has been inspected.*

*\*\*\*Rental Fees are due at the signing of the Agreement. Insurance Fees are due upon quote acceptance.*

*\*\*\*Deposits are due before Key is picked up.*

	Commercial Rental Rates				Non-Commercial Rental Rates			
	Hourly Rate	One Day	One Day Per Week Annually	One Day Per Month Annually	Hourly Rate	One Day	One Day Per Week Annually	One Day Per Month Annually
Upstairs North Room		\$15	\$180	\$150		\$10	\$120	\$100
Upstairs Middle Room		\$15	\$180	\$150		\$10	\$120	\$100
Upstairs Cooper Clark Room		\$25	\$300	\$250		\$20	\$240	\$200
Main Floor without Kitchen ( a )	\$10	\$40		\$400	\$7.50	\$30		\$300
Main Floor with Kitchen	\$12.50	\$50			\$10	\$40		
Kitchen only		\$30				\$15		
Entire Building		\$105				\$80		

TERMS: The undersigned individual, does hereby make application to rent space in the Stratton Community Building on the dates and subject to the terms hereinafter set forth on this rental agreement. This individual shall be held individually responsible for the conduct of all persons using the Community Building during the period of use. The renter agrees to leave the building in the same condition as found at the beginning of the rental. All deposits will be refunded if all keys are returned, no extra cleaning, carpet shampooing, or repairs are necessary as a result of this rental.

**(Please pay deposits with a separate check or cash so they may be returned to you as your refund)**

**Renter's Signature:** \_\_\_\_\_