

# RANDOLPH CITY HALL CONTRACT

NAME \_\_\_\_\_

Organization Represented \_\_\_\_\_

Email \_\_\_\_\_

Phone Number \_\_\_\_\_

Date \_\_\_\_\_

Beginning Time \_\_\_\_\_

Ending Time \_\_\_\_\_

Purpose of Use \_\_\_\_\_

Building will be clean and ready for inspection by no later than \_\_\_\_\_  
DATE - TIME

The undersigned lessee agrees to the following terms for the rental of the Randolph City Hall.

- \$50 rental fee required.
- \$100 deposit required if alcohol will be present.
- Contract may be cancelled at any time prior to 24 hours before use with all money returned.
- Lessee will observe appropriate safety measures in use of premises, furniture, and equipment.
- Lessee is responsible for cleaning the building, furniture, and equipment or pay an additional charge to have the property cleaned.
- Building, furniture, and equipment must be in the same condition as it was prior to rental or be subject to paying for damages.
- Lessee agrees to hold the City of Randolph, the individual members of the council, the mayor, and the employees free and harmless from any loss, damage, liability, cost or expense that may arise during or be caused in any way by such use or occupancy of city property.

Signature of Lessee \_\_\_\_\_  
Typed signature is approved for electronic purposes.

Date \_\_\_\_\_