

**CITY OF TRIMONT
TRIUMPH HALL RENTAL AGREEMENT
P.O. BOX 405
TRIMONT, MN 56176
507-639-2060**

1. **Today's Date** _____ **Date to be rented** _____.

Approximate hours of use: From _____ To _____.

What the building will be used for: _____

2. **Parties:** City of Trimont and _____ (renter).

Renter Address: _____

Phone number: _____

3. **Rented Property:** The city agrees to rent the Triumph Hall at 546 Main Street East, Trimont.

4. **Rent:** The rent for this is \$ _____, payable upon the signing of the rental agreement. Make check out to the City of Trimont.

Paid with Check # _____

5. **Keys:** Keys to the Hall may be picked up beginning at 12:00 Noon on the business day just prior to the rental date. *Keys must be returned no later than 12:00 Noon on the first business day following the rental date.* If keys are not returned by that time, the Triumph Hall will be considered as rented for that day and each day thereafter until the keys are returned, at a rate of \$100.00 per day, due and payable to the City of Trimont.

6. **Cleaning:** Renter shall be responsible for the cleaning of the Triumph Hall upon signing of rental agreement. *Renters are responsible to take all trash out to the dumpster at the east side of the building, putting the tables back & taking out anything that they brought in, immediately following their event. There is a list in the Hall by the kitchen sink of all cleaning tasks to be completed.* Cleaning must be done no later than 12:00 Noon on the day following the rental date and must be completed satisfactorily. If cleaning is found to be insufficient, the damage deposit check will be kept for the city to cover the cost of getting the property back to satisfactory condition.

7. **Damage Deposit:** Renter shall pay a damage deposit to the City of Trimont in the sum of **\$200.00** before using the property. This payment is to be made as a separate check. If there is any damage to the rented property, the deposit will be used to pay for the actual damages or replacements. If the property is not cleaned satisfactory, the whole deposit check will be kept. If the key to the property is lost, the renter is responsible for the cost of a new lock on the front door, and the damage deposit shall be used to pay for the replacement. If repair or other costs exceed the deposit amount, the renter is responsible for the full amount. The deposit check will be shredded upon completion of a satisfactory inspection of the property following the event. If it is not satisfactory the bill will be mailed to the renter for that event.

Paid with Check # _____

8. **Sublease:** The renter may not sublease the property without the written consent of the city.
9. **Indemnification:** Key holder agrees to indemnify and hold harmless the city, the city's agents, employees, and members from and against, any claims, damages, losses, and expenses, including reasonable attorney's fees, in case of any and all actions, legal or otherwise, against the city arising out of use of the property. The key holder agrees that if the city is sued by any party or person that claims the city is liable because of this agreement for any reason, the key holder will provide a defense for the city against any such lawsuit, and agrees to pay for the city's attorney's fees if such a lawsuit is brought. If any court would find that the city is liable to any other party for any reason which results from this agreement with key holder, the key holder agrees to pay the costs of city's liability to the third person that brought the suit. This protection for the city extends to the city's agents, people that work for the city, and members of the city.

Key Holder signature: _____
Key Holder Address: _____
Key Holder phone number: _____

10. **Policies:** Renter agrees to follow any and all hall rental policies. See separate list of policies and rules.
11. **Alcohol:** If you plan to hire a licensed vendor to sell alcohol at your event, please list the vendor here _____.

The use of alcohol must be pre-approved by the City of Trimont. Any licensed vendor hired to serve alcohol must have the Triumph Hall listed on their liquor liability insurance policy. Proof of this coverage must be provided to the City prior to the event. Alcohol may be sold until 12:30 A.M. only, on all days except Sunday. No Alcohol on-sale on Sunday.

Alcohol may not be sold by anyone other than a licensed vendor. **NO KEGS ALLOWED.**

Signed By Tenant:

Signed By City:

Signature & Date

Signature & Date

Print Name

Title

Contact Phone Number