



CITY OF ADAMS OMER GENE BROOKSHER PAVILION AGREEMENT FOR FACILITY USE

The City of Adams agree to allow _____, herein referred to as Lessee, to use the Omer Gene Brooksher Pavilion for personal use on the dates specified below. Rental fee for the city owned facility is **\$100.00, plus \$75 clean deposit**. If paid by check, it should be made payable to City of Adams. The fee is due and payable prior to the event, and upon making payment, a code for the facility and a clean-up checklist will be given to the Lessee. The Lessee is responsible for furnishing all supplies (cups, plates, trash bags, silverware, etc.) for their event.

At the conclusion of the event, the Lessee agrees to return the facility key to the City of Adams member from whom the key was obtained or dropped in drop box.

The Lessee agrees to honor and enforce the following facility rules:

There will be no alcoholic beverages consumed or brought onto the premises of the City of Adams property.

The Lessee will not allow excessive horseplay or inappropriate use of the facility or structures.

The Lessee will provide insurance listing City of Adams as an additional insurer if there are any extra activities on the grounds. (Bouncy houses, dunking booths, pony rides, etc.)

The Lessee will not deface, mar or damage in any way the premises, nor allow others to do so, including driving nails, hooks, tacks, screws or bolts in any structure on the premises.

It shall be the responsibility of the Lessee to secure the building after the event.

Lessee shall be responsible to see that all water faucets are properly cut off.

It shall be the responsibility of the Lessee to ensure that the facility is cleaned according to the following checklist:

--Sweep the floor in kitchen, and if necessary, the pavilion floor

- Mop kitchen floor, if needed
- Wipe the counters and sink
- Put shims back in windows to lock them
- Make sure refrigerator is empty and clean
- Make sure stove is off, empty, and clean
- Make sure any personal items are cleared out
- Clean any messes in restroom, remember to flush the toilet
- Re-set thermostat to 60 degrees
- Put away all tables & chairs
- Bag up trash in kitchen and haul off
- Clean up litter on pavilion and grounds nearby

The City of Adams are not responsible for the planning, development, or supervision of the events.

By your signature on this document, the Lessee agrees that the City of Adams shall be held harmless for any and all claims of every nature for personal injury, death, property damage, or theft which is a result of the Lessee's activities.

The City of Adams shall not be responsible for any personal property which is left unattended on the Bell School grounds.

Damage to the facility by act, default or negligence of the Lessee, or by the Lessee's agents, employees, or persons admitted to the premises by the Lessee will pay the City of Adams upon demand, such amount necessary to restore the premises to their original condition, ordinary use and wear excluded.

The Lessee agrees to report any injuries received during the event to the Adams City Recorder at (615) 696-2593, within 24 hours of the event. Lessee will provide a report which lists the name, address, phone number and details on the extent of injury, and how the injury occurred.

There will be a \$25.00 refund that will be returned if the condition is left in proper order. A check will be made out to Lessee and mailed to the address on lease agreement.

Code for Pavilion Door _____

Date(s) for use of the Bell School Pavilion: _____

Name & Address of Lessee: _____

Lessee Phone Number: _____

Lessee Signature: _____ Date: _____

City of Adams Representative: _____