



VILLAGE OF CLIFTON
350 EAST FOURTH AVENUE
P.O. Box 472
CLIFTON, IL 60927

COMMUNITY BUILDING AND PAVILION RENTAL AGREEMENT

RENTER \_\_\_\_\_ PHONE \_\_\_\_\_ CELL \_\_\_\_\_
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_
DATE RESERVED \_\_\_\_\_ DESCRIPTION OF EVENT \_\_\_\_\_

RENTAL FEES:

COMMUNITY BUILDING: \$150.00 includes Large Room, Small Room (when pool is closed), and Kitchen
PAVILION: \$25.00
PAVILION & COMMUNITY BUILDING: \$175.00

TERMS AND CONDITIONS OF AGREEMENT:

- 1. A deposit of \$125.00 is required upon signature of agreement, refundable, in whole or in part, upon inspection of the building with the return of the key.
2. Cancellation policy: for cancellations within 30 days of date reserved, \$50 of deposit will be charged as a cancellation fee. Cancellation fee does not apply to pavilion rental.
3. Reimbursement is required for any damage to the Community Building or its contents and the Pavilion.
4. The village of Clifton will not be responsible or liable for any lost or stolen articles or any injuries incurred.
5. The Renter is responsible for all CLEAN-UP inside and outside the building and Pavilion. This includes sweeping, mopping up spills, bagging trash and placing trash in the dumpster, located outside, cleaning the tables and countertops.
4a. Please inform the Village Office of any problems with the building; poor housekeeping, conflicts with others using the facilities.
6. All functions where alcoholic beverages will be present require the appropriate insurance coverage as required by the law and by the Village of Clifton. In the event alcoholic beverages are being sold or charges for attendance are collected the appropriate Dram Insurance and Special Event Liquor License shall be obtained. In the event of private function without charges, the minimum required shall be personal liability insurance with limits of at least \$1,000,000.00 in coverage.
7. The Renter will not knowingly allow any unlawful activity to be carried out on the premises, and shall also not knowingly allow any activity that might be detrimental to the condition of the premises or to the safety of any persons present.
8. The Renter agrees to indemnify and hold harmless the Village of Clifton against any and all losses and or claims resulting from or occurring as a result of the function and or use of the premises by the Renter and guests or others present due to the function or event held by Renter. This indemnification shall include, but not be limited to recovery of expenses and or losses due to said claim, costs of defense, expenses of suit and any other expenses or losses incurred by the Village.
9. The Village of Clifton reserves the right to terminate any event where the above regulations are violated and /or the behavior of the people is becoming disruptive, destructive or disrespectful.
10. Pool Discount: Community Building Renter will be the sole contact for eligible group discounts for guests.

THIS AGREEMENT IS EXECUTED BY:

RENTER \_\_\_\_\_ DATE \_\_\_\_\_
VILLAGE OF CLIFTON- AUTHORIZED REPRESENTATIVE \_\_\_\_\_ DATE \_\_\_\_\_

Please contact Dean Hartman at 815-954-1822 for further information or rental availability.