

TOWN OF CARBONDALE RECREATION & COMMUNITY CENTER
GYMNASIUM RENTAL FORM
567 COLORADO AVENUE
CARBONDALE, CO 81623
970-510-1290

This agreement covers leasing of the Carbondale Recreation & Community Center Gymnasium, with the Town of Carbondale as the Lessor, and _____ as Lessee.

1. The lessor does hereby lease the following space in the Carbondale Recreation & Community Center:

a. 1/2 of Gym West Side _____ 1/2 of Gym East Side _____ Entire Gym _____

b. Estimated Number of people attending the event: _____

2. For the following purpose: _____

3. The lease term shall be for:

a. Days: _____

b. Dates: _____

c. Times: _____

4. _____

5. The Lessee agrees to pay Lessor a rental fee of \$_____ per hour totaling the amount of \$_____ payable upon the execution of this agreement.

6. **IT IS UNDERSTOOD AND AGREED THAT THIS AGREEMENT DOES NOT PERMIT THE SERVING AND CONSUMPTION OF ALCOHOL BEVERAGES ON THE PREMISES WITH THIS MEETING ONLY USE AGREEMENT**

7. Lessee agrees to dry mop, clean the floors, remove all items brought in, include removal of any trash or recyclable bottles to the trash cans and recycle bins. Lessee agrees to pay for any and all cleaning costs or cost or repair or replacement of any damaged items or property, which amount may be withheld from lessee's damage deposit.

8. Lessee agrees to abide by the times established here, and understands their rental may be adjacent to opening or closing of the facility, or other uses of the space and will promptly and efficiently clean up and exit when necessary to accommodate the facility closing or other user groups.

IN WITNESS WHEREOF, I have read, understand, and agree to abide by all terms and conditions of this lease agreement executed this _____, 201__.

LESSEES NAME (PRINT)

LESSEES SIGNATURE

MAILING ADDRESS: _____

PHONE: _____ E-Mail: _____

Non-Profit / Youth / Senior / Government			Deposit	Gym Rental Fee	Damage Deposit
Amenity	Per hour	Day rate (6 + hours)			
Full Gymnasium Rental	\$92	\$462	\$300		
1/2 Gymnasium Rental	\$46	\$231	\$150		
Kitchen	\$35	\$173	\$100		

General / Business Use			Deposit	Gym Rental Fee	Damage Deposit
Amenity	Per hour	Day rate (6 + hours)			
Full Gymnasium Rental	\$116	\$578	\$300		
1/2 Gymnasium Rental	\$58	\$289	\$150		
Kitchen	\$46	\$231	\$100		
After Hours & Gym Buff	\$24 / hour/ staff + rental fees				
Stage Set-up	\$24 / hour/ staff + rental fees				

Equipment & Amenities

Bounce House \$75/hr
 Scoreboards w/ wireless controls \$35
 Stage (4 ft by 8 ft sections) \$20 per section
 Staff (2 staff x 1 hr x \$24/hr) \$48/setup and \$48/takedown

Equipment rental fee

Subtotal Room Rental
 Subtotal Equipment Rental
 Additional staff/after hours
 Total Facility Fees

Paid Date _____

For Office Use only:

<input type="checkbox"/> Gymnasium was left clean and undamaged.
<input type="checkbox"/> Equipment was returned in original state, clean and undamaged.
<input type="checkbox"/> All/part of the damage/cleaning deposit was retained for reasons listed below.
<input type="checkbox"/> Cleaning charges were assessed at \$40.00 per hour. Damages were assessed as explained.
\$ _____ Retained \$ _____ Returned Date: _____, 201_ Staff Signature _____

Description of Damages:

Description/Purpose for Additional Cleaning: