



Your Community Center reservation is from 8:00 AM and 10:00 PM on the day of your reservation. This means the building must be cleaned and vacated by 10:00 PM. The City of Greenland has a noise ordinance, and you will be ticketed if music or any noise is playing after 10:00 PM

Please keep noise and music to a minimum.

THE USE OF TOBACCO AND ALCOHOL WILL NOT BE TOLERATED; NOR WILL VIOLENCE OR ANY SORT OF DISTURBANCE. PLEASE BE RESPECTFUL OF RESIDENTS WHO LIVE IN THE NEIGHBORHOOD.

The city does NOT provide cooking utensils, dishes, pitchers, or cleaning rags. You are welcome to use what is there, but please leave it as you found it.

Youth groups using the building must have at least one responsible adult over the age of 21.

You are paying for the use of the building and the utilities.

You will be responsible for the following:

1. Wipe off tabletops, counter tops, and stove in the kitchen.
2. Sweep the floor with the dust mop.
3. Wet mop any spills.
4. Take out all the trash, including the kitchen and bathrooms. Replace the trash liners.
5. Put trash in the dumpster behind the building outside the roll-up door.
6. Leave two (2) tables with eight (8) chairs at each table set up.
7. Put the remaining tables and chairs on the racks provided.
8. Make sure the toilets and urinals are flushed and the faucets are all off.
9. Turn the air conditioner to 75 or the heat to 65.
10. Turn off all the lights.
11. Lock all the doors.

The key must be returned to Greenland City Hall.

YOU ARE RESPONSIBLE FOR ANY DAMAGE TO THE BUILDING AND ITS CONTENTS.



COMMUNITY BUILDING RENTAL AGREEMENT AND APPLICATION FOR USE

- 1) Applicant agrees that the Community Center, including the kitchen, bathrooms, stage, and outdoor areas are rented in clean and good condition, intact and in working order. All applicants have the right to check the premises and make notations as to the conditions of the premises. All applicants are encouraged to do a walk through and inspection of the premises. Failure to do so, the applicant waives the right to any claims for damages which may have existed prior to the applicant's use of the facilities.
- 2) Applicant agrees to leave the Community Center and all facilities in clean condition. All items such as tables, chairs, kitchen utensils etc. shall be put away or restored to original positions according to the city staff. Under no circumstances will city equipment be removed from the facility. The individual or organization granted use of the facilities will be held responsible for any loss or damage to the property caused by such use. A FEE OF EQUAL REPLACEMENT WILL BE CHARGED.
- 3) ABSOLUTELY NO STAPLES, NAILS, PUSH PINS OR OTHER TYPES OF FASTENERS OR DUCT TAPE WILL BE USED TO HANG DECORATIONS ANYWHERE IN THE COMMUNITY CENTER, NO EXCEPTIONS. Please check with the city staff for types of tape or hangers to be used (only blue painters' tape may be used).
- 4) ABSOLUTELY NO MOTORIZED VEHICLES OR HAY ALLOWED INSIDE THE COMMUNITY CENTER. NO ROLLER SKATES, SKATEBOARDS OR ROLLER SHOES ALLOWED.
- 5) ABSOLUTELY NO SMOKING IN THE COMMUNITY CENTER. By law this is a Non-Smoking Facility.
- 6) ABSOLUTELY NO ALCOHOLIC BEVERAGES ON THE PREMISES.
- 7) DEPOSITS: No deposit is required.
- 8) RENTAL PAYMENT: A separate payment in the form of a personal check, cash, or money order is required for the rental of the facility. If your event is cancelled, please notify City Hall immediately so the facility may be available to others.
- 9) ABSOLUTELY NO LEWD OR SEXUALLY EXPLICIT CONDUCT: No sexually explicit comments, acts, adult entertainment, nudity, immoral or improper attire or conduct is permitted.



FACILITY USAGE: Daily Rate: \$150.00

- A) Date of Application: _____
- B) Name of Applicant/Lessee: _____
- C) Address: _____
- D) Phone Number: _____
- E) Date of Event: _____
- F) Type of Event: _____
- G) Name of Sponsoring Organization: _____
- H) Contact Person: _____
- I) Clean Up Person: _____
- J) Private Event: Yes ___ No ___ Open to Public: Yes ___ No ___

10) The lessee agrees to provide a legal defense and to indemnify and hold harmless and free from liability the City of Greenland, its officers, agents, servants or employees from any and all claims for damages, demands, costs, or expenses which the lessee shall become obligated to pay by reason of liability imposed by law because of injury to property or injury to or death of persons received or suffered by reason of any act, omission or negligence of the lessee, or arising from any accident or injury, in connection with or attributable to the operation, maintenance, use or occupation of the premises by lessee.

11) The lessee is responsible, or the applicant representing the lessee is responsible, agrees to pay any costs incurred in repairing or replacing damaged city equipment or facilities.

12) If applicant purports to be the representative of any group, he/she hereby affirms that he/she is empowered to bind said group to this agreement.



With my signature below, I acknowledge that I have received a copy and agree to the rules and regulations for use of the Greenland Community Center.

Signature of Applicant/Lessee

Print Name

Date: _____

Signature of City Employee

Print Title

Date: _____