

VILLAGE OF ARLINGTON HEIGHTS HALL RENTAL AGREEMENT

Agreement is made by and between the VILLAGE OF ARLINGTON HEIGHTS and Village of Arlington Heights property owner / renter (hereinafter the "Renting Party"). The Village of Arlington Heights and the Renting Party collectively may be referred to as the "Parties."

Recitals

The Village of Arlington Heights desires to rent out the Hall, defined below, and the Renting Party desires to rent the Hall on the terms and conditions as set forth below.

Terms and Conditions

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the Parties, each of them intending to be legally bound by this Agreement, agree as follows:

1. **Facilities.** During the term of the Rental Period, defined below, the Renting Party may have the exclusive use and enjoyment of the second floor public hall of the Village of Arlington Heights (the "Hall") located 601 Elliott Ave Cincinnati Ohio 45215, including the restrooms, tables, chairs, lights and kitchen normally assigned for use by renting parties. Under the terms of this Agreement, the Renting Party is not permitted use of the public address system or any audio/visual equipment located in the Hall. During the term of the Rental Period, access to the Hall will be by the elevator. **The cubicle area in the hall is off limits to the renter no one may enter behind, store items, or move the cubicle from its location due to wiring.**

2. **Rental Period.** **THE EVENT MUST END AND THE BUILDING VACATED BY 11:00PM.** Any music (e.g., disc jockeys, live bands, etc.) must promptly cease at 10:00 P.M. Excessive noise from the Renting Party's event is not permitted. It is the sole responsibility of the Renting Party to control the sound level of its event, including, but not limited to, sound from music, audio/visual systems, and guests of the Renting Party. Failure to control the noise level may result in the closing of the Renting Party's event.

3. Rental Charge.

 \$50 deposit plus \$100 rental fee for residents per day.

 No charge for Village functions/Village Employees (One Rental per Calendar Year)

4. **Maximum Capacity.** No more than **Thirty (30) persons** shall be permitted in the Hall at one time.

5. **Decorations.** **The only decorations permitted in the Hall are those, which may be placed on the floor or on the tables. No decorations may be taped to the walls. No candles or open flames are permitted inside the Hall at any time. The Renting Party shall not use rice, birdseed, glitter or confetti of any type in the Hall or on the grounds outside of the Village of Arlington Heights property.**

6. **Damage:** The Renting Party is responsible, and upon demand shall pay the Village of Arlington Heights, for any and all damage to the Hall that arises from or is related to the Renting

Party's rental of the Hall. This includes, but is not limited to, damage to the restrooms, tables, chairs, lights, elevator, audio / video equipment or any other property or asset owned by the Village of Arlington Heights.

7. **Cleaning of Hall.** The Renting Party is responsible for cleaning the hall at the end of the event: a. remove all boxes, food and trash from the Hall Kitchen at the end of the Rental Period. b. clean all counters and surface work areas in the Hall Kitchen, including any food spilled in the food warmer or refrigerator. c. sweep the Hall Kitchen floor;

8. **Acts Beyond the Village of Arlington Heights Control.** In the event the Hall or any part thereof is damaged or destroyed by fire or any other cause, or if any casualty or unforeseen occurrence shall **render** the Village of Arlington Heights fulfillment of this Agreement impossible, then this Agreement shall terminate, and the Village of Arlington Heights shall pay the Renting Party the Rental Charge and the Security Deposit. The return of the Rental Charge and the Security Deposit shall be the Renting Party's sole and exclusive remedy for the termination of this Agreement, and the Renting Party hereby expressly waives any claims for damages or compensation arising from or related to the termination of this Agreement under this paragraph.

9. **Acceptance of Premises.** The Renting Party agrees that it has inspected the Hall and its equipment and that the same are in proper condition for the Renting Party's use during the Rental Period.

10. **Cancellation.** In the event that the Renting Party either (a) breaches any term of this Agreement or (ii) cancels, the Rental and Hold/Security Deposit shall be forfeited as liquidated damages.

11. **Alcoholic Beverages and Tobacco.** No alcoholic beverages are to be consumed outside the Hall or served to minors. The Renting Party shall have sole responsibility of conforming to all law regarding use of Alcoholic Beverages. The Village of Arlington Heights is a Government Building and there is no smoking on the premises.

12. **Assignment.** This Agreement may not be assigned or transferred without the express written consent of the Village of Arlington Heights.

13. **Due to the Covid-19 Pandemic, all occupants must wear a face covering when social distancing of 6 feet is not possible, or when eating or consuming beverages.**

13. **To maintain social distance requirements the capacity of the hall has been reduced to 50% or no more than 30 people at one time.**

Date Requested _____ Time Requested _____

Rental fee and Deposit paid _____

Print Name _____

Renter Signature _____

Renter Address: _____

Renter Phone: _____