

**RENTAL FEES, RULES AND REGULATIONS FOR THE RENTAL USE OF
THE THOMPSON'S STATION COMMUNITY CENTER BUILDING**

The Mayor and Board of Aldermen of the Town of Thompson's Station, Tennessee, have, by duly adopted resolution, set forth the rental fee schedule for use of its community center building, and rules and regulations applicable to the rental of the facility.

The reservation fee is **\$ 50.00**. This reservation fee is non-refundable; however, it will be applied to the rental fee.

The rental fee is **\$ 200.00** per day until 5:00 p.m. After 5:00 p.m., the rental fee is **\$ 300.00** per day. In the event of an insufficient fund check tendered, the applicant shall be responsible for a \$50.00 return check charge, payable with five (5) business days of notice to the applicant. Checks must be drawn on a bank with offices in the State of Tennessee.

There shall be a security / damage / cleaning deposit in the amount of **\$ 300.00** for day rentals, and a **\$ 500.00** deposit for rentals after 5:00 p.m.; to be paid at the same time the rental fee is tendered. This deposit will be forfeited in the event the building and grounds are left in an unclean manner and not in the same condition as prior to the rental. Payment of the security deposit and forfeiture thereof for any damage to the premises will not relieve the applicant of any further or additional damages as may be asserted by the Town of Thompson's Station, Tennessee. Upon notice of any additional damage, the applicant will pay the cost of repair or estimate of damage within five (5) business days from the time of notice to applicant.

The applicant must be a resident of the Town of Thompson's Station, Tennessee.

The facility is a smoke-free building and the use of alcohol on the premises is prohibited.

At the end of the rental use, all trash and refuse must be bagged and removed. All tables, counter tops, and appliances must be wiped clean after the use. The carpeting in the building must be vacuumed and any other flooring must be cleaned. Restrooms shall be cleaned after the rental.

Attaching signs, posters or other decorations to the ceiling or walls is not permitted.

Relocation of the tables for the rental use is allowed, but they must be put back in the same location as situated prior to the rental. Removal of tables, chairs or other equipment in the facility during a rental period are not allowed. The stove situated in the building may be used, together with the refrigerator, but the large griddles shall not be used. Any grills and fish fryers must be outside the building.

Use of tables or chairs on the playground area must be provided by the applicant. The playground may only be used during daylight hours.

No pets or animals are allowed inside the building, other than seeing eye dogs.

Any music or musical performance or sound recordings shall not be audible beyond the property lines of the facility.

The use of candles without votive or protective containers are prohibited.

Lights must be turned off after use.

Application for use of the facility must be made 72 hours before the contemplated rental time and date.

While an organization may be a rental party, the applicant is the responsible party for the organization.

It is expressly understood and agreed that any person coming in or upon the premises shall be guests of the applicant. The applicant has inspected the premises, finds the building in a good and clean condition, the parking lot free from litter, and the entrances to the building are in a good and safe condition. The rental use by the applicant after payment of the reservation fee, rental sum, and deposit, along with completion of the application shall act as a release to the Town of Thompson's Station, Tennessee, as to any and all risk of damage, loss of personal property, or injury that might occur in or upon the premises during the term of the rental period. The applicant and all persons utilizing the facility as a guest or invitee of the applicant specifically releases and agrees to indemnify and hold the Town of Thompson's Station harmless by reason of any defect in or as to the condition of the premises upon which the rental event is held.