

Phone: (615) 794-4333
Fax: (615) 794-3313
www.thompsons-station.com



1550 Thompson's Station Road W.
P.O. Box 100
Thompson's Station, TN 37179

COMMUNITY CENTER RENTAL AGREEMENT

Applicant Information

Name: _____

Address: _____

Daytime Telephone: _____ E-Mail: _____

Evening Telephone: _____

Event Information

Date Requested: _____

Hours Requested: _____

Purpose: _____

Approximate Attendance: _____

Fees

	<u>Daytime Use</u>	<u>Use After 5:00pm</u>
Reservation Fee:	\$50.00	\$50.00
Rental Fee:	\$150.00 per day	\$250.00 per day
Disinfectant Fee:	<u>\$150.00</u>	<u>\$150.00</u>
Total Amount Due:	\$350.00	\$450.00

Reservation Fee is **non-refundable**. The Community Center must be cleaned, all trash removed and all other regulations must be satisfied. **The disinfectant fee is non-refundable**. Please make checks payable to The Town of Thompson's Station.

This applicant has personally inspected the building, parking lot and grounds and finds all in good and clean condition. Further, the applicant has read the attached rules and regulations and agrees that he or she, along with all guests or invitees, will strictly comply with the same.

Applicant Signature: _____ Date: _____

OFFICE USE ONLY

Approved By: _____ Date: _____
Date Payment Received: _____ Amount: _____ Check #: _____

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THOMPSON'S STATION COMMUNITY CENTER RENTAL USE RENTAL FEES and RULES AND REGULATIONS

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

The reservation fee is **\$50.00** and is **non-refundable**; however, it will be applied to the rental fee. An additional disinfectant/deep cleaning fee (due to COVID-19) of **\$150.00** is also **non-refundable**.

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. There shall be an additional disinfectant/deep cleaning fee in the amount of **\$150.00** to be paid at the same time the rental fee is tendered. In the event of a check with insufficient funds being tendered, the applicant shall be responsible for all fees plus a \$50.00 return check charge, payable within five (5) business days of notice to the applicant. Checks must be drawn on a bank with offices located within the State of Tennessee.

Upon notice of any 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.

A completed Community Center Rental Agreement, Community Center Rental Use Rules & Regulations form and a COVID-19 Waiver and Release form and all fees must be received at Thompson's Station Town Hall a minimum of ten (10) business days prior to the date of event.

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 strictly prohibited.

At the end of the rental use, all trash and refuse must be bagged and removed. The kitchen, tables, counter tops, and appliances must be cleaned after use. The restrooms must be thoroughly cleaned. The carpeting in the building must be vacuumed and any other flooring must be cleaned. Relocation of the tables for rental use is allowed however all tables, chairs and plexiglass must be returned to their original placement. Town linens are not provided and may **not** be used. Removal of tables, chairs, or other equipment in the facility during a rental period is not allowed. The stove and the refrigerator may be used; however, the large griddles shall not be used. Any grills or fish fryers must be used outside the building.

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

Tables and chairs for use on the playground area must be provided by the applicant. The playground may only be used during daylight hours.

**THOMPSON'S STATION COMMUNITY CENTER RENTAL USE
RENTAL FEES, RULES AND REGULATIONS (Continued)**

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

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

The use of candles without protective containers is strictly prohibited.

Lights must be turned off after use.

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 into 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 area is free from litter, and the entrances to the buildings are in a good and safe condition. The completion of the Community Center Rental Agreement, Thompson's Station Community Center Rental Use Fees and Rules and Regulations form and the COVID-19 Waiver & Release form and payment of fees 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 release and agree to indemnify and hold harmless the Town of Thompson's Station by reason of any defect in or as to the condition of the premises upon which the rental event is held.

NAME OF PARTICIPANT

_____ PHONE: () _____ - _____
Please Print

Signature

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COVID-19 WAIVER & RELEASE FORM

In consideration of being permitted to come onto Town of Thompson's Station ("Town") property through their regular rental process ("Activity"), I, _____, for myself, my personal representatives, assigns, heirs, and next of kin: [print name]

1. ACKNOWLEDGE, agree, and represent that I understand the nature of the Activity and that the United States, the State of Tennessee, and the Town are still dealing with a pandemic and the effects of COVID-19 and that continued safety measures, including but not limited to: social distancing, wearing masks, and washing/disinfecting hands, are required to maintain a safe, healthy environment. I further agree and warrant that if at any time I believe conditions for the Activity are unsafe, I will immediately discontinue the Activity for both myself and everyone associated with said Activity.

2. I FULLY UNDERSTAND that: (a) the gathering of individuals during a pandemic involves certain risks, including dangers of serious injury or death ("Risks"); (b) these Risks and dangers may be caused by my own actions or inactions, the actions or inactions of others participating in the Activity, the condition in which the Activity takes place, or the negligence of the 'releases' named below; (c) there may be other risks and social and economic losses either not known to me or not readily foreseeable at this time, and I fully accept and assume all such risks and all responsibility for losses, costs, and damages incurred due to the Activity.

3. I HEREBY RELEASE, DISCHARGE, AND COVENANT not to sue the Town of Thompson's Station, as well as the officers, directors, agents, employees and assigns from all liability, claims, demands, losses, or damages on my account caused or alleged to be caused in whole or in part by the negligence of the "releases" or otherwise. I am participating in the Activity of my own free will and volition, and am inviting others to engage in the Activity, and, in the event of any injury, medical expenses, or other loss, I agree and covenant to incur my own expenses. Further, I hereby agree to take all appropriate safety measures for the Activity since I am the individual in charge of the Activity as I am the one who rented the space.

I have read this agreement, fully understand its terms, understand that I have given up substantial rights by signing it and have signed it freely and without any inducement or assurance of any nature and intend it to be complete and unconditional release of all liability to the greatest extent allowed by law and agree that if any portion of this agreement is held to be invalid the balance, notwithstanding, shall continue in full force and effect.

NAME OF PARTICIPANT:

PHONE: () _____ - _____
PARTICIPANT'S SIGNATURE (only if age 18 or over):

DATE: _____
[signature]