

**CITY OF GALESBURG RENTAL APPLICATION  
COMMUNITY ROOM – CITY PARK**

Note: Applicant to fill in blanks to the dividing line. Please read the Rental Agreement below the dividing line prior to signing at the bottom. Application must be accompanied with rental amount and deposit amount before reservation is confirmed.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Applicant's Full Address: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Date of Use: \_\_\_\_\_ Purpose of Use: \_\_\_\_\_

Primary Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Full Address: \_\_\_\_\_

Employer: \_\_\_\_\_

Secondary Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Full Address: \_\_\_\_\_ Employer: \_\_\_\_\_

TIME IN (including set up) is \_\_\_\_\_ a.m. \_\_\_\_\_ p.m. TIME OUT (includes tear down) is \_\_\_\_\_ a.m. \_\_\_\_\_ p.m.

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**RENTAL AGREEMENT FOR COMMUNITY ROOM – CITY PARK**

IT IS HEREBY AGREED between the City of Galesburg, (Galesburg) and the above named applicant (Renter):

1. Galesburg does hereby rent on the date specified, between the hours specified, the Community Room/City Park in the City of Galesburg, to be occupied for \_\_\_\_\_.
2. The rent for said period shall be \$\_\_\_\_\_, payable with the submission of the signed contract. This shall include a \$100.00 refundable deposit (\$25.00 will be non-refundable if the Renter cancels this agreement). Renter agrees to be liable for the repair of any damage or cleanup to the Community Room/City Park connected or associated with the rental and use.
3. The Renter agrees to comply with all statutes, ordinances, rules and regulations for the use of said premises including, but not limited to, the following:
  - a. Leave the premises in the same condition as found.
  - b. Indemnify Galesburg against any and all liability for injury to persons or property on or within the premises.
  - c. Vacate the premises at the pre-arranged time.
  - d. Not sell or furnish any intoxicating beverages at all in the Community Room. Not sell or furnish any intoxicating beverages in a City Park unless a proper license has been obtained from the Michigan Liquor Control Commission and a copy thereof provided to the City beforehand.
  - e. Not provide any intoxicating liquor to a minor nor any visibly intoxicated person.
  - f. Reimburse Galesburg for any damage to the building, premises or equipment occurring during Renter's use thereof.
  - g. Not charge admission to the premises unless prior authorization has been given by City Council.
  - h. All food served in the Community Room shall be prepared off-premises prior to an event.
  - i. Not permit any smoking in City Hall/Community Room.
  - j. Not permit any alcoholic beverages on City premises.
  - k. Not permit any illegal substance on City premises.
4. The Renter, his/her heirs, successors, agents and representatives do hereby agree to indemnify, hold harmless and defend Galesburg, its agents, employees, officials and representatives jointly and severally, from any and all claims, demands, actions, causes of actions, suits, debts, sums of money, damages, injuries, liabilities and controversies of every manner and description whatsoever, including attorney's fees and costs of litigations, whether or not the same is anticipated or unanticipated, known or unknown, at law in equity, that any person, entity, group or party has or may have in the future arising out of or in any way related, directly or indirectly, the use of the Community Room/City Park by the Renter, those using the Community Room/City Park as a result of that tenancy, any person, group, organization, governmental body or party whose claim arises, directly or indirectly out of the use of the Community Room/City Park, irrespective of whether the claim arises on premises or off premises.
5. In the event of breach of this Agreement by Renter, Renter's agents, heirs, successors, assigns, invitees and guests, Renter shall be liable to the City for all actual damages incurred together with costs of litigation and actual attorney's fees.

This Agreement shall be binding upon Renter, Renter's agents, heirs, successors and assigns of the parties hereto. PLEASE SIGN AND RETURN TO: CITY OF GALESBURG, 200 EAST MICHIGAN AVENUE, GALESBURG, MI 49053. PLEASE MAKE CHECK PAYABLE TO: CITY OF GALESBURG.

APPLICANT SIGNATURE: \_\_\_\_\_

CITY OF GALESBURG

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_