

# City of Britt

## City Hall Rental Agreement

Name of Responsible Person: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_

Date of Rental: \_\_\_\_\_

Event to be held: \_\_\_\_\_

Time of Day (Please be specific- Doors will be set to automatically unlock and lock at times given) From: \_\_\_\_\_ To: \_\_\_\_\_

\_\_\_\_\_(Name) agrees to abide by the attached list of City Hall rules and agrees to compensate the city of Britt for any damage to City Hall caused by the above-described use.

We also agree to indemnify the City of Britt, its officials and employees against and hold harmless from, all claims, actions, suits, proceedings, costs, expenses, damages, and liabilities, including attorney's fees, arising out of, connected with, or resulting from the use of the City Hall on the date and time indicated above.

Hall rental is \$100.00 per day. Please include payment with contract and return to:

**City of Britt, PO Box 303, Britt, Iowa 50423**

\_\_\_\_\_  
(Please print individual or organization name)

\_\_\_\_\_  
Signature

# City Hall Rules

1. **Absolutely NO alcoholic beverages** in the municipal building.
2. **Absolutely NO loose glitter** in the municipal building.
3. Please wipe off and return all tables to their racks.
4. Please return all chairs and tables to their racks.
5. A broom and dustpan are in the West closet of the South wall. Please sweep the hall floor and dispose of dirt in the garbage. **DON'T** leave it in the closet. There is also a mop for all spills.
6. If tape has been used for any reason on the walls, make sure it's removed. **NO TAPE ON FLOORS.**
7. A vacuum cleaner is the closet to vacuum tracked in mud and leaves on the rugs.
8. The refrigerator and stove are for public use. The dishes, utensils, and coffee makers are for public use. The hand towels and any food items in the cupboards or refrigerators are NOT.
9. Please bag up all garbage and take out to the **dumpster** on the southwest side of the building.
10. There are blue bins with yellow lids on the South side of the building that can be used for **recycling**. Make sure items are **CLEAN**.
11. Overall, leave the hall in the same condition in which it was found.