

Firelands Association of REALTORS®

2710 Campbell Street, Sandusky, OH 44870
419.625.5787 Office Hours 9:30 am – 4:00 pm

REALTOR® Hall is a smoke free facility

Rental: \$500.00 | Deposit: \$100.00
Early Occupancy (If approved) \$50.00 Yes/ No

This agreement, made and signed at Sandusky, Ohio on _____, 20____
Between the Firelands Association of REALTORS®, the Lessor, and _____
_____, the Lessee.

Said Lessor hereby rents unto Lessee, the Meeting Hall and Warming Kitchen, utilities furnished, at Lessor's REALTOR® Building located at 2710 Campbell Street, Sandusky, OH.

Rental of the above space shall be for the period beginning at _____ am/pm on _____ (date) until _____ (no later than 11:00 PM) on _____ (date) for approximately _____ people (maximum occupancy is 160). Event begins at _____ am/pm.

Lessee shall pay in advance to the Lessor for such rental, a deposit of \$100.00. **The remainder of the rental fee shall be paid at least 90 days prior to usage and include proof of insurance**, when the key is returned, the security deposit of \$100.00 is refundable (within 30 days) if all other conditions are met and the premises is left in good order. The key be may be picked up prior to your event between 9:30 am and 4:00 pm Monday through Thursday and 9:30 am and 3:00 pm on Friday.

No refund of any deposit will be made unless **written cancellation** of the rental period is received by Lessor by 12:00 Noon, 90 days prior to said contract date. For cancellation prior to 90 days before the event, \$50.00 will be refunded.

Lessee shall not commit or suffer any waste herein and will use and occupy said premises in a careful, safe and proper manner.

Lessee shall indemnify and save harmless the Lessor for any claims, liability, damage, cost of defense or loss to person or property which may arise or grow out of the occupancy of said premises by Lessee, or out of any act of commission or omission of the Lessee, Lessee's employees, agents, invitees or licensees.

Lessee shall use such premises for _____. Lessee agrees that if beer or other alcoholic beverages will be available for consumption during the rental period, Lessee shall provide to Lessor a certificate of insurance to verify that Lessee has in existence a comprehensive personal liability policy, or homeowners policy, providing coverage of at least \$300,000.00, which does not exclude host liquor liability*. Firelands Association of REALTORS® shall be named as the additionally insured. Lessee shall not use or occupy said premises or permit the same to be used for any unlawful purpose; nor shall the lessee sell alcohol or permit alcohol to be sold on said premises.

Lessee shall not assign or sublet this agreement without the written consent of the Lessor.

Lessee shall not permit any taping, nailing, or thumbtacks or any kind to the interior hall, ceiling or walls. Only freestanding decorations, without sand, are permissible. Caterers will use the back door and clean up what they use.

Lessee shall permit Lessor, or their agents, to enter upon the premises at any time during such rental period to examine condition of same.

Lessee shall be solely responsible for the condition of the premises during the terms of this lease and shall keep all floors and interior spaces clear of any dangerous conditions or substances. Additionally, Lessee shall be solely responsible for the conduct and safety of all persons upon the premises at the time of leasing. If anyone's conduct shall become a problem, it shall be the sole responsibility of the Lessee to correct it or contact the necessary authorities.

Lessee will surrender up and deliver the premises at the **expiration of the rental period or by 11:00 PM in as good order as they found it. Any items left at REALTOR® Hall after that time period, become the property of The Firelands Association of REALTORS®. The REALTOR® Hall key is to be returned no later than three (3) days after rental date. No deposit will be refunded after three (3) days or if key is not returned.**

Lessee agrees with said Lessor that said Lessee, keeping and performing the covenants of the agreement to be kept and performed, shall be peaceable and quietly hold, occupy and enjoy said premises, without any hindrance by Lessor or any person claiming under said Lessor.

Firelands Association of REALTORS®

By _____ (Lessor) Lessee: _____
Date _____ Address: _____
Phone: _____

_____ Deposit Received _____ \$ _____ | _____ Proof of Insurance |
_____ Rental Fee Received _____ \$ _____ | _____ Key Returned _____

*If personal liability policy is not available, police security must be obtained thru Firelands Association of REALTORS®. Three (3) hour minimum or Security present for entire event. There is an additional charge of \$75 per hour.

Start time _____ | End time _____

No alcohol will be consumed on the premises during this event.

Signature of Lessee

Lessee requires _____ Round Tables | _____ Rectangle Tables

Make all checks payable to: FAR

Special notes: _____

Unless otherwise authorized by law, pursuant to the Ohio Revised Code, No person shall knowingly possess, have under a persons control, convey or attempt to convey a deadly weapon or dangerous ordnance onto these premises.