

LEASE AGREEMENT – THE VILLAGE HALL

LAKEWOOD PARK PROPERTY OWNERS’ ASSOCIATION, INC., a Florida Not For Profit Corporation, hereinafter called the LANDLORD and _____ (Leasee’s Name), hereinafter called the TENANT, agree to lease LAKEWOOD PARK VILLAGE HALL at 7508 JENNINGS WAY, FORT PIERCE, FL 34951, hereinafter called the PREMISES, for the purpose of _____ (Event type (e.g. birthday party, quinceanera, wedding, etc.) for a period of _____ day(s), beginning _____ and ending _____.

The TENANT agrees to purchase additional insurance for this event naming Lakewood Park Property Owners’ Association, Inc. as the insured on the policy. The Special Event policy can be purchased online. A copy of the insurance policy **MUST** be provided to the LANDLORD prior to the event and must be acceptable to the LANDLORD according to its discretion.

The TENANT shall be liable for any physical damages, legal actions, and/or loss of reputation or business opportunities that LANDLORD may occur as a consequence of the actions of TENANT or any TENANT’S guests while TENANT is in control of the venue, and shall indemnify and hold harmless the LANDLORD against any and all legal actions which may arise from TENANT’S use of the venue.

Any and all disputes arising out of this agreement shall be brought in St. Lucie County, Florida. THE PARTIES WAIVE ANY AND ALL RIGHTS TO A TRIAL BY JURY OF ANY CLAIMS ARISING FROM THIS AGREEMENT EXCEPT FOR PERSONAL INJURY CLAIMS.

The TENANT may not assign nor sublet all or any part of this lease to any other person or group, nor allow any other person or group to use the premises without the TENANT being present at all times. **Party must be over by 10:00 P.M.**, with hall cleaned and the keys returned to lock box by 11 PM. For lock box access call: 419-266-8184 or 317-372-9364.

The TENANT must leave the entire premises, inside and outside, clean and in good repair at the end of the period of this lease.

A rental fee of \$_____, plus security deposit of \$_____, for a total amount due including security deposit of \$_____ **MUST** be paid **in full** 30 days prior to the scheduled event date.

THE LANDLORD

TENANT

PHONE NUMBER

EMAIL

The security deposit will be returned to the TENANT within in 5 business days of the end of the lease period, provided all the terms of this lease as well as the Village Hall Rules of Rental have been complied with.

Village Hall Rules of Rental

Serving alcohol to minors or impaired persons is strictly prohibited.

No person may possess or carry, whether openly or concealed, any guns, rifles, pistols, or firearms of any type on the premises of the Village Hall, 7508 Jennings Way, Fort Pierce, FL. Violation of this policy shall be deemed a violation of the rental agreement and may constitute a forfeit of the security deposit.

BALANCE MUST BE PAID IN FULL 30 DAYS PRIOR TO THE SCHEDULED EVENT.

PROOF OF EVENT INSURANCE MUST BE PROVIDED 10 DAYS PRIOR TO SCHEDULED EVENT.

NO parking or driving on the front lawn. The septic tank is located in that area.

The Village Hall is a smoke/vape free building. Smoking/Vaping is strictly prohibited inside of the building!

Clean Up:

- The village hall interior and exterior should be free of any garbage, including in the bathrooms, kitchen, and outside.
- Floors must be swept and mopped
- All lights and ceiling fans should be turned off.
- Air Conditioning must be turned to 78 degrees. Thermostats are located on the wall in the front and rear of building.
- Walk around the outside grounds (front, sides, and rear) to make sure there is no trash (i.e. cans, bottles, and cigarette butts) left on the lawn and walkways.
- Remove all decorations including scotch tape, tacks, etc. Please do not hang decorations from ceiling or fans.
- Chairs should be lined up against each wall. Extra chairs should be folded and put on chair rack. Tables should be folded and put back on table carts.

TO AVOID RELINQUISHING YOUR DEPOSIT: CLEANING CREWS SHOULD BE AWARE OF THE ABOVE RULES.

There is a garbage dumpster in the parking lot for your convenience. The key for the lock is located in the lock box with the door key.

The Village Hall **MUST** be left in the same condition as when the walk through was completed.

SECURITY DEPOSIT REFUND IS SUBJECT TO FINAL INSPECTION OF VILLAGE HALL.

Initials

Village Hall Rental Rates

Member or Non Member

\$100 deposit required to hold a date and must be paid within 48 hours of requesting hold of a specific date. **This deposit is non-refundable if the event is cancelled.** If the event is not cancelled the \$100 will be applied to the balance of the rental cost.

Member:

\$400 – Security Deposit

\$75 – 1-4 Hours (1/2 day)

\$150 – Per Full Day

\$375 – Weekend – Friday to Sunday Noon

Non-Member:

\$1500 – Security Deposit

\$125 – 1-4 Hours (1/2 day)

\$250 – Per Full Day

\$625 – Weekend – Friday to Sunday Noon

An access code will be given to you prior to your rental period. Call: 419-266-8184 or 317-372-9364 for the code.

TABLES and CHAIRS AVAILABLE AT NO ADDITIONAL FEE:

25 - 6' White plastic tables & 1 - 8' White plastic tables

167 Plastic white folding chairs

Initials

Check List/Damage Fee List

<u>Check List/Damage Fees</u>			
<u>Issue</u>	<u>Description</u>	<u>Fee</u>	<u>Notes</u>
	Chair (broken/missing)	\$75	Should be 167
	Table (broken/missing)	\$125	Should be 23 - 6' & 2 - 8'
	Window (broken)	\$175	
	Window Blind	\$25	
	Cleaning (inside or outside)	\$25	per hour per person
	Light Panel	\$50	
	Ceiling Fan	\$100	
	Key	\$50	per key
	Temperature set to 78 degrees	\$35	
	Microwave	\$300	
	Stove/Oven	\$350	
	TV	\$200	
	Miscellaneous (List below):		

Walk through completed by:

Landlord Representative

Tenant

Date: _____

Initials