

CLAM LAKE TOWNSHIP HALL

8809 E. M-115

CADILLAC, MI 49601

LEASE AGREEMENT FOR BUSINESSES

FOR CLAM LAKE TOWNSHIP RESIDENTS ONLY

THIS LEASE AGREEMENT is made this ____ day of _____ 20____, by and between the Township of Clam Lake, a municipal corporation, hereinafter designated "Lessor," and _____, hereinafter designated "Lessee". _____ shall be the responsible contact person for the Lessee.

The Clerk or Supervisor shall represent the township and be responsible to sign the lease, collect rent and deposits in advance, and give out the key. Further, they shall be responsible to follow up with Lessee after the event within 24 hours to collect the key, inspect the facility for proper cleanup and possible damage, and refund the deposit as applicable. Keys are not to be duplicated by the Lessee.

The clerk/supervisor shall report to the Board each month concerning township hall rentals for the preceding month and shall advise the board of upcoming leases. The clerk/supervisor shall also maintain a township hall rental calendar at the township hall.

WITNESSETH:

In consideration of the covenants and conditions hereinafter contained, it is hereby

Agreed by and between the parties hereto as follows:

1. The Lessor hereby lets and leases unto the Lessee, the assembly room and associated facilities at the **Clam Lake Township Hall** located at **8809 East M-115, Cadillac, Michigan, 49601** and/or other premises described as:

2. The term of this lease shall begin on the _____ day of _____, 20____, from _____ (A.M. /P.M.) to _____ (A.M. /P.M.) or such other times as described herein:_____.

3. Said premises may be used for a meeting and/or_____.

And for no other purpose, without the written consent of the Lessor. Any activity that increases risks such as overloading the meeting room with people beyond capacity, overloading electrical circuits with equipment, permitting intoxicated persons on Twp. premises, is not acceptable.

4. The Lessee shall pay, in advance, a security deposit as listed in 5 below. This deposit shall be a separate check retained **to assure proper clean-up of the facility immediately after the event**, and to help offset any damages incurred as a result of this lease. **Clean-up must occur immediately after this event and trash removed**, unless otherwise stipulated in this agreement. Refund of security deposit will be made **if in the opinion of the Lessor, satisfactory cleanup has been made, and if there are no damages**. Any damages to the facility or equipment will be reimbursed in full by Lessee to the Lessor immediately after event.

5. The Lessee shall pay, in advance, **two separate checks** for rent and deposit, **made out to Clam Lake Township**, the sums listed below depending on group size, to help defray the cost of maintenance, utilities and upkeep of said premises:

a. Group size **0-25**, Rental Amt. **\$50.00**, Deposit Amt. **\$50.00**, Total Amt. **\$100.00**

b. Group size **26-50**, Rental Amt. **\$95.00**, Deposit Amt. **\$95.00**, Total Amt. **\$190.00**

c. Group size **51-75**, Rental Amt. **\$145.00**, Deposit Amt. **\$145.00**, Total Amt. **\$290.00**

d. Group size 76-100, Rental Amt. \$190.00, Deposit Amt. \$190.00, Total Amt. \$380.00