

NORTH SHORE BEACH ASSOCIATION

Community Building Usage Agreement

CALL 985-774-9024

Please return completed form and \$250.00 deposit (check payable to NSBA)

1. User agrees to be responsible for any damages done to the premises during the event, including incidental damages done by caterers, etc.
2. NSBA WILL NOT be responsible for damages or loss of merchandise or articles left in the building or in guest's vehicles, or for the actions of any persons during or after the event.
3. If the NSBA is unable to fulfill this contract because of reasons beyond their control (disaster, acts of God, etc.), payments will be refunded and neither party shall have any further responsibility or liability.
4. User agrees to abide by all rules and regulations including clean up procedure. Payment in full is due 7 days prior to event.

CLEAN UP PROCEDURE

1. The \$250.00 deposit will be returned within two weeks after the event, minus any charges for damage or Non-compliance with rules.
 - A. NO CONFETTI OR RICE ARE TO BE USED INSIDE OR OUTSIDE THE BUILDING. (Bubbles are recommended for weddings)
 - B. Clean, fold and stack all tables and chairs in storage area.
 - C. If Table Cloths are rented, leave used table cloths in the kitchen after the event.
 - D. Remove all trash from the premises (Inside and outside) The day of the event.
 - E. Grounds must be cleaned as received.
 - F. Do not drive on grounds at any time, only park in parking areas.

GENERAL RULES

1. Air Conditioning or heating must not be adjusted by user.
2. Table or Chairs must NOT be removed from the building without permission in writing from building manager.
3. Seafood boils- water must be disposed of on the side of the building adjacent to the public beach in the rocks. Any other location will mean forfeiture of deposit.
4. No Frying of any kind shall be done inside the building or deposit will be forfeited.
5. Park in the lots provided or along the fence on the same side of the street as the building. Do not park across the street or in front of any residents' house.
6. Groups that exceed 50 people are required to have a Security Guard present.
7. NO SMOKING inside the building or risk forfeiture of deposit.

RATES are posted on Rental Rate Sheet

AGREEMENT:

For the sum of _____ you will have access and use of:

Building: **Outside:** **Table Cloths:** **Table & Chairs:**

Additional Hours will be at a rate of: _____ per hour, paid in advance of extended time needed.

Date of Event _____ Time _____ until _____

Estimated Attendance _____

Name

Phone Number

Signature

Date

| | | |
|----------------------|--------------------|------------|
| Deposit Paid _____ | Check Number _____ | Date _____ |
| Event Payment _____ | Check Number _____ | Date _____ |
| Deposit Return _____ | Check Number _____ | Date _____ |