

STANTON VIKING CENTER RENTAL AGREEMENT

(All prices and policies are subject to change)

Address: 501 Elliott St. Stanton, IA 51573

Director: Justin Miller

Phone: 712-829-2900

Email: vikingcenter@myfmtc.com

RATES

- Viking Room: \$50 for 4hrs
- Half Gym: \$50/hr
- Full Gym: \$100/hr

DEPOSIT

- Viking Room: \$25
- Gym (half or full): \$50

LICENCEE INFORMATION:

Agreement Date:

Renters Name:

Renters Address:

Renters Phone:

Renters Email:

Purpose of Rental:

Number of hours Facility will be used (list times, please include set-up and clean-up):

Fee Agreement:

RENTERS RULES AND REGULATIONS

- Reservations are taken on a first come, first served basis. The facility agreement must be read and signed above by the individual or groups using The Stanton Viking Center.
- Stanton Viking Center is not responsible for accidents, injury, illness or loss of group or individual property.
- Rental parties may use only those rooms and/or equipment specifically designated on the rental agreement.
- A \$25 refundable security deposit is required for The Viking Room, and \$50 is required for reserving the gym, either half or all of the gym. Rental parties are required to pay the deposit at the time of reservation. There will be a charge taken out of your deposit if damages or policy violations occur. In the event that damage to the facility or its equipment should exceed the deposit, the deposit will be retained and Stanton Viking Center, if necessary will assess additional charges. Any additional charges will not exceed the cost of repair or replacement of the damaged item. The customer will be notified via phone or email about any violations or damages.
- Payment for facility rental must be made seven (7) days prior to your event. You are required to pay 100% of the deposit fee at the time of reservation. (Reservations are not secured without a deposit).
- During inclement weather, cancellations will be accepted if called in accordance with the Stanton Viking Center and Stanton Community School District weather policy. All scheduled events that are cancelled due to inclement weather may be rescheduled, space permitting.
- Any party who is to cancel their event will not be refunded their security deposit.

- The Stanton Viking Center shall furnish light, heat, air-conditioning, and janitorial services incidental to ordinary building usage prior to set up of the rental date. Any special lighting requests must be discussed with and set up by The Viking Center staff prior to the event. The rental party shall be responsible for decorating, set-up of tables and amenities, and general clean up following the event. Any and all decorating, covering or changes to the facilities should be discussed at the time of the rental application and be put in writing as part of the permit.
- It is the renter's responsibility to notify the Stanton Viking Center staff of all equipment, caterers, or other special needs or uses prior to the event (deliveries, extra tables and chairs, etc.). Storage facilities are not available for renter's use.
- The renter must clear all tables of debris; teardown tables and chairs, pick up all trash, remove decorations, and dispose of all food. All trash must be placed in the dumpster outside of the north main entrance.
- ALCOHOL AND DRUG USAGE ARE PROHIBITED FOR ALL RENTAL EVENTS. Alcohol is not permitted inside any portion of The Viking Center or on the Stanton Community School District property. If alcohol is used during any event held at The Viking Center, authorities will be called and there will be no deposit refund.
- An adult at all times must supervise groups composed of youth ages eighteen (18) and younger.
- Animals are not permitted in the facility unless part of an authorized program.
- Any group or person violating the established Stanton Viking Center rules and regulations may be requested to leave the facility. The misuse of the facility will be sufficient reason for terminating the agreement with no refund.