



Marlowe Ruritan Club  
Falling Waters, WV 25419  
marloweruritan@gmail.com

## RENTAL AGREEMENT

1. No smoking inside the building.
2. No excessive noise / loud music allowed.
3. No alcoholic beverages permitted.
4. No commercial use of building or grounds.
5. The use of the kitchen is NOT included in the rental agreement, and is OFF LIMITS, unless special permission is given by the Building and Kitchen Committee. Positively NO children under the age of 14 are allowed in the kitchen.
6. No use of the pavilion without permission.
7. Nothing is to be attached to any buildings on Ruritan property.
8. No ATVs or similar type vehicles allowed on Ruritan property.
9. All trash is to be properly disposed of in the provided trash cans.
10. All property in or around the buildings belonging to Marlowe Ruritan are NOT to be removed from the premises or molested by parties using the premises.
11. Renters will demonstrate responsibility by leaving the building or pavilion in the same condition as found, clean and orderly, including the bathrooms. Use common courtesy and respect the property.
12. In the interest of safety, no running or roughhousing on Ruritan property.
13. No telephone or public address equipment is provided on the premises.
14. Turn off all lights and lock all doors when leaving the property. Shut the front gate.
15. **Payment:**
  - a. **All deposit monies are due upon the signing of this agreement.**
  - b. **All rental monies are due immediately after the use of the property.**
16. Early Setup Fee:
  - a. There is a \$40.00 charge for renters wishing to set up the night before their event.
17. Deposit Information:
  - a. A deposit of \$45.00 is required at the time of the reservation.
  - b. Once the property has been inspected and it has been determined that the no damage occurred, the deposit of \$45.00 will be credited towards the rental fee.
  - c. If there is damage, an estimate of those damages shall be established, and deducted from the deposit. The remainder of the deposit will be credited towards the rental fee.
  - d. If damages are more than the deposit, the lessee shall pay the difference.

**18. Cancellation Policy:**

- a. **Seven (7) days notice is required for the cancellation of a reservation (a waiver of this requirement is at the discretion of the Building Committee or Board of Directors).**
- b. **If a reservation is canceled within the seven (7) day window, the deposit of \$45.00 shall be forfeited.**

19. Rent:

- a. Building - \$125.00 per day
- b. Pavilion - \$75.00 per day

20. Hours:

- a. Summer (Memorial Day – Labor Day): 8:00am – 9:00pm
- b. Winter (Labor Day – Memorial Day): 8:00am – 6:00pm (unless special arrangements have been made beforehand)

21. Inspection Notes:

- a. Before event: I have inspected the property and find no fault with premises.
  - i. Initial (Lessee): \_\_\_\_\_ Initial (Ruritan): \_\_\_\_\_
- b. After event: I have inspected the property and found no problems.
  - i. Initial (Lessee): \_\_\_\_\_ Initial (Ruritan): \_\_\_\_\_
- c. Before/After event: I have inspected the property and found the following problems. These are listed under Notes.
  - i. Initial (Lessee): \_\_\_\_\_ Initial (Ruritan): \_\_\_\_\_

NOTES:

I hereby accept the rental responsibilities of The Marlowe Ruritan Club and property. I do so release The Marlowe Ruritan Club from any and all known liabilities that may be suffered to persons or property during the time period of this rental agreement.

This lease may NOT be signed by anyone under 21 years of age.

Lessee Print Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ License Number \_\_\_\_\_

Lessee Signature \_\_\_\_\_ Date \_\_\_\_\_

Committee member \_\_\_\_\_ Date \_\_\_\_\_

Initial all changes \_\_\_\_\_ Date \_\_\_\_\_

Amount Collected \_\_\_\_\_ Payment Type: \_\_\_\_\_ Date(s) of Use \_\_\_\_\_