## CIVIC CENTER RENTAL AGREEMENT VILLAGE OF JEROME

Lessor:	Village of Jerome, 2901 Leo	nard Street, Jerom	e, Illinois 62/04	
Lessee:	Name			
	Street			
	City	State	Zip Code	
	Telephone Number			,
The Les	sor and Lessee agree as follows:			
	1. <b>RENTAL &amp; FEE</b> . Lessee shall Schedule in effect from time to time Village of Jerome for use of	e in the amount of the Jerome Civ	\$(the "Ren	tal Fee") to the livic Center") on
	(the "Rental Period"). If said rate is Lessee must provide a copy of the error a copy of its annual report filing letter from the Department of Rever for the Civic Center, if necessary, with the Village Office the day of the Rental Begins on a day other than normal beguarantee of availability until this R all fees required by Lessor paid by agrees that the rental amount for each	s a non-profit rate ntity's initial not for g, or, if a religious enue. Said Rental F which may be obtained Period or the pro- pusiness hours for the ental Agreement shape y Lessee. In the ex-	and Lessee has not per profit filing with the organization, a copy fee shall be paid upor ined during normal by ecceding business day the Village. Lessee shall have been executed went of any holdover	reviously done so, e Secretary of State, of the tax-exempt n obtaining the key usiness hours from if the Rental Period all have no right or ed by all parties and by Lessee, Lessee
2.	<b>DEPOSIT</b> . Upon execution of this \$200.00 for Residents, \$300.00 for cleaning, reservation and damage do of the terms of this Agreement and items, damage or other amounts du Rental Period. The Deposit is in add Rental Fee at the time the Rental repairing, replacement of any missis be returned to Lessor within thirty (	Non-Residents (the posit to be held by for any necessary to the Lessor under dition to the Rental Fee is paid. The ng items, or other a	the "Deposit") to the L y the Lessor for the factering, repair, replations this Agreement at the l Fee above and cannot Deposit, less all chamounts due under this	essor as a security, aithful performance accement of missing e conclusion of the ot be applied to the arges for cleaning,

- 3. **LIABILITY INSURANCE**. In addition to any Rental Fee and Deposit, Lessee shall secure and provide one of the following:
  - A. A certificate of liability insurance from Lessee's homeowner insurance or other insurer; or
  - B. A liability insurance policy issued by the National League of Cities (or similar entity) and registered through the Illinois Risk Management Association specific to the Lessee's rental and use of the Civic Center (For instructions on how to purchase insurance, contact the Village Office).

In either case, the Village of Jerome, 2901 Leonard St., Jerome, IL 62704 must be identified as a certificate holder and/or additional insured and the amount insured for shall not be less than \$500,000.

- 4. CANCELLATION. Any cancellation of Lessee's reservation of the Civic Center shall be made in writing and must be received by the Lessor at its office during its normal business hours at least fourteen (14) days prior to the beginning of the Rental Period. If written cancellation is not received within fourteen (14) days prior to the Rental Period, Lessee's Deposit shall be forfeited. Failure of Lessee to inform the Village of Jerome of cancellation or a failure by Lessee to show for the Rental Period will result in the forfeiture of Lessee's Deposit and, at the discretion of the Village Board of Trustees, may result in denial of future rentals of the Civic Center to Lessee.
- 5. TAXES & OTHER DEBTS. Any reservation shall be subject to cancellation by the Village where it is determined that Lessee has outstanding taxes or other debts owed to the Village. In the case of such cancellation, any Deposit will be forfeited and applied to such taxes or other debts owed to the Village.
- WAIVER. Lessee waives all claims against the Village of Jerome, its officials, employees, agents or representatives, hereafter arising directly or indirectly out of the rental of the Civic Center by Lessee.
- 7. INDEMNIFICATION. Lessee agrees to defend, indemnify and hold harmless the Lessor, its officials, employees, agents and representatives from any and all claims, losses or expenses, including attorney's fees, incurred by Lessor hereafter arising directly or indirectly out of the Lessee's rental or use of the Civic Center.
- 8. **RULES AND REGULATIONS**. Lessee acknowledges that Lessee has been provided with and agrees to comply with the current Civic Center Rules and Regulations regarding the rental of the Civic Center, which are incorporated by reference as if fully restated herein.
- 9. VILLAGE OFFICIAL BUSINESS: Village of Jerome staff and Village Trustees shall be permitted access to the Civic Center restrooms, kitchen, and the mechanical room as needed during the rental period. Emergencies, safety, and mechanical issues will always take priority during rentals. To the extent reasonable and/or practical, the Lessee of record will be informed of such issues during their rental.

written expressi	ental Application and Civic Center Is on of all the terms of this agreement, supersedes all previous dealings and	is a complete and exclusiv	e stateme
Lessee Signature		Date	
Village of Jerome Authorized Employee Signature		Date	
Name	Title		
FOR VILLAGE USE	ONLY		
Lessee paid the \$	Deposit on	Check No	
Lessee paid the \$	Rental fee on	Check No	
Lessee provided proof	of liability insurance on	Amount	
	med by ( <i>Initials</i> ) on		(data)

ENTIRE AGREEMENT. This agreement signed by all of the parties hereto, including the

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