



TOWN OF MONTVERDE
 COMMUNITY BUILDING - RENTAL AGREEMENT
 17436 Division Street, Montverde, FL 34756
 Phone#407-469-2681

Please note: Deposits and fees are due at the time of application. Profanity, loud music and other disruptive behavior is not allowed including **Alcohol Beverages** of any kind in or around the Community Building this could cause use of the facility to be revoked. By signing this reservation form, the undersigned person /party will use the facility, agrees to all restrictions. All tables, chairs, etc., will be placed back as was set up prior to use.

Please bring your own trash bags and remove trash from the facility.

Building capacity) is 53 people.

Renters cannot use the building for Profit.

There are 48 chairs and 8 x 8 foot long tables

Check one: Resident Non-Resident Non-Profit-Organizations

NAME: _____

ADDRESS: _____

PHONE NUMBERS (HM) _____ **(WK)** _____ **(CELL)** _____

DATE/TIME OF FUNCATION: _____

CATEGORY OF USER	RESIDENT	NON-RESIDENT	NON-PROFIT AND RELIGIOUS ORGANIZATIONS
RESERVATIONS FEES	\$25.00	\$50.00	\$0.00
JANITORIAL FEE REFUNDABLE, UPON INSPECTION	\$30.00	\$30.00	\$30.00

The above renter has reserved the facility for his/her use as authorized by the Town Council. The Town of Montverde shall not be liable to any person for injuries or loss or damage to property arising out of, or connected with, the use of the facility.

The renter hereby releases and discharges the Town of Montverde from all claims, which the renter has or might have, for personal injuries or damage to property arising out of, connected with, or incidental to the use of the above facility.

 Renter Signature

 Date

Key Card Must be Return within Two Business Days after Function. Key Card be drop off in the Green Mail Box in the Parking lot.