



Oakley City Facility Rental Agreement

Facility (Circle One):

Cattlemen Hall	Red Barn	Softball Fields	Soccer Fields
Pavilion (Cattlemen's)	Pavilion (Red Barn)	Football Fields	Concession Stands

- A \$500 security deposit will need to be paid the week of your event. Pending any damage to the facility, your money will be refunded within 2 business days.
- A \$75 fee will be charged to your card if we have to meet after business hours to issue a key.
- A \$50 fee will be charged to tour the facility after business hours.
- A \$75 fee will be charged if the key is not returned within 2 days of the event. (The key can be left in the mailbox on the east side of the City Office building after the event.)
- The rental schedule of the facilities is for the full day from 6 a.m. to 11:30 p.m. This includes cleaning time.
- The renter must be 21 years of age or older.
- The City is not responsible for any lost or stolen items.
- The City will remain free and harmless from any liability claims that may occur during the use of the facilities as a result of the activities of the renter and guests.
- The renter is responsible for checking ALL items on the provided cleaning list.
- The renter is responsible for any and all damages that may be caused during the use of the Facility. Please notify us of any known damage so that it can be repaired in a timely manner.
- Tenants will respect the rights of adjacent residents and behave in a manner that does not create a nuisance to surrounding residents and properties. **This includes, but is not limited to, playing loud music that reverberates outside of the building.**
- If a complaint is received and "verified," the tenant forfeits **the full security deposit** and Oakley City staff will ask you to vacate the premises.
- Oakley City reserves the right to refuse future service to tenants who violate the rules of the rental agreement in any way. NOTE: ANY COMPLAINTS RECEIVED WILL BE TAKEN INTO SERIOUS CONSIDERATION.
- Our Cancellation Policy is as follows: Cancellations received up to three months before your event: 50% of your rental fee. Cancellations received less than three months prior to your event will forfeit the entire rental fee.

By signing below, the tenant mentioned above agrees to all the terms and rules of this agreement.

Signature

Date