

MERCER COMMUNITY CENTER

General Release & Confirmation Form

To all whom these presents shall come or may concern, for the sole consideration of the use of the premises known as the MERCER COMMUNITY CENTER of the City of Mercer, North Dakota on _____, 20_____.

The undersigned does hereby fully and forever release and discharge the City of Mercer, its agents and employees; and their heirs, personal representatives, successors and assigns from all claims, demands, damages, actions, rights of action, of whatever kind or account of, or in any way derived from the use of the aforementioned premises.

I/We further agree to reimburse the City of Mercer for the cost of repairing any damage incurred to the premises while utilized by the undersigned, or the replacement of same value to the loss of equipment from said premises resulting from the use of the undersigned.

No alcohol is allowed in the building. If it is desired for an event, the undersigned party must make a formal request to the Mercer City Council and get written approval from the Council. Personal Insurance coverage and hired security is also required. Any injuries incurred because of the consumption of alcohol is not the responsibility of the City of Mercer or the Mercer Community Center Board of Directors. **Wedding bookings, PLEASE initial here _____ to confirm you understand your responsibilities listed in before-mentioned paragraph.**

A deposit of \$50 is due when this document is signed and submitted to hold your reservation.

The deposit is refundable if cancellation of event is made two (2) weeks prior to utilization and/or if the premises is properly cleaned after use.

Rental Rates

- \$400 – Weekend: Friday thru Sunday
- \$150 – One Day or Funeral through funeral homes
- \$50 – Additional charge to setup night before event
- \$60 – Half day for birthdays or small group

Rental charges of \$_____ are due prior to utilization date.

Event or Renting Organization: _____

Name of renter: _____

Address: _____

Phone Number: _____

Signature: _____ Date: _____

----- To Be Completed by MCC Board Member -----

MCC Signature: _____ Date: _____

Deposit Amount Received: _____ Date: _____

Rental Amount Received: _____ Date: _____

Refund Amount Issued: _____ Date: _____