

Miller Hall Rental Application and Agreement

The undersigned applicant hereby requests to rent Miller Hall at 116 Third St., Polk City, Iowa.

This application, if approved by the Big Creek Historical Society, shall become a binding agreement for applicant's use of Miller Hall, and applicant shall be bound by all of the terms and conditions for use, as set forth hereinafter. The Big Creek Historical Society reserves the right, in the exercise of its sole discretion, to deny any application for use of Miller Hall.

This application must be accompanied by a \$50.00 damage deposit, payable by cash or check postdated to the day of use. If this application is denied, the damage deposit will be returned to the applicant upon denial. If this application is approved, the damage deposit will be returned to the applicant after room usage so long as no damage has occurred and all other provisions of the agreement have been complied with. This damage deposit is in addition to all other rental fees that may apply.

Applicant is to supply the following information. When completed, return this document with your damage deposit to the Big Creek Historical Society.

APPLICANT'S NAME _____

ADDRESS _____

TELEPHONE: HOME _____ WORK _____

If applicant is not an individual:

NAME OF CONTACT PERSON _____

ADDRESS _____

TELEPHONE: HOME _____ WORK _____

DATE OF REQUEST _____

TIME HALL REQUESTED _____

NUMBER OF ATTENDEES EXPECTED _____

(Signature requested on the back of this page)

Big Creek Historical Society reserves the right in the exercise of its sole discretion to deny any application for usage of Miller Hall. The society reserves the right to terminate immediately any usage of Miller Hall in the event of a violation by the user of any of the terms and conditions hereinbefore set forth or in the event of a violation by the user of any local or state law. In the event of any such termination, the user shall forfeit any damage deposit paid and no refund of any rental fee will be made.

I, the undersigned applicant, hereby state, certify and agree that the information supplied herewith is true and correct; that I have read and understand all of the terms and conditions hereinbefore set forth; that I agree to be bound by and abide by such Terms and Conditions; that I understand and agree that I am solely responsible for all damage to person or property which may occur as a result of my use of Miller Hall. I further agree to, and do hereby, hold the Big Creek Historical Society, City of Polk City, its employees, officers and agents harmless, and agree to indemnify them, for any loss or damage to person or property arising from my use of Miller Hall or from the conduct of any attendees at the event for which I am leasing Miller Hall, including, without limitation, the cost of reasonable attorney fees. If I am a representative of an organization to sign this Applicant, I certify, state and warrant that I have authority to sign this Agreement on behalf of such organization and to bind such organization to the terms hereof. I understand and agree, that in the event this Application is approved by the Big Creek Historical Society, this Application shall become a binding agreement for my use of Miller Hall and I shall be bound by all of the terms and conditions stated hereinabove, including, but not limited to those stated in this paragraph.

Applicant' s name (printed) Applicant's Signature

Date _____ Title _____

Big Creek Historical Society's Use Only

Applicant is _____ approved; _____ denied

Additional fee owed and reason _____

Society Member responsible for event _____

City Hall notified of event _____