



# Clear Waters Life Center Rental Agreement

## Gonvick Gymnasium

CWLC reserves the right not to rent space for purposes outside of its mission statement.

Renter	Rental Dates and Times
Name _____	Date(s): _____
Address _____ _____	Event Time: _____
Phone _____	Unlock Building Time: _____
Email _____	Lock Building Time: _____
Notes _____ _____ _____ _____	Event Type: _____ _____
	Number of People: _____

### Gymnasium and Canteen

(Canteen includes refrigerator and counter space).

- \_\_\_ \$75 for 1 - 6 hours
- \_\_\_ \$150 for full day (7-12+ hours)
- \_\_\_ \$250 for all-day event with Event Coordinator

Total Cost of Rental \$ _____	
_____	
Form of Payment	Date

- Event Coordinator required for events with 50 or more people.

\_\_\_ \$25 per hour for Event Coordinator, up to \$100 maximum.



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### Office Checklist (Please initial on each line)

\_\_\_ CWLC is a family-friendly space that prohibits smoking and alcohol use. Spaces are not available for dances due to noise, late hours and the inability to monitor family-friendly activities unless prior approval is given.

\_\_\_ Please be very careful with the Pickleball nets if you move them. They are for member use only. Don't let kids play on them.

\_\_\_ Any damage or breakage beyond ordinary wear and tear shall be the Renter's Responsibility to repair or replace the affected item(s). The Renter shall return the space to the same condition it was in prior to the Renter's use.

- Sweep or dust mop the floors.
- Gather up the garbage and place the bag(s) by the exit door.
- Wipe down all surfaces you used with sanitizer, which is provided.
- Turn off all lights.

\_\_\_ Children must be supervised at all times and are not allowed to run throughout the building.

\_\_\_ Will you be using the Stage?      \_\_\_ Yes      \_\_\_ No

Serving food in the Gym?      \_\_\_ Yes      \_\_\_ No (Kitchen is an additional charge)

Do you want to use the Coffee Pot?      \_\_\_ Yes      \_\_\_ No (Additional charge for Coffee Coop)

Do you need tables or chairs?      \_\_\_ Yes      \_\_\_ No

\_\_\_ Set up with Renter a time and day during the week before the event for someone to show them:

- Location of lights, bathrooms, tables/chairs, trash cans & bags, broom/dustpan, dust mop & sanitizer.
- How to lock the door if necessary.

\_\_\_ Let Renter know there will be an on-call person for their event, who will contact them the week of the event. They can ask questions & report issues to them.

\_\_\_ Release of Liability: I hereby release Clear Waters Life Center and its training programs, the officers, the directors, employees, associates, facilitators, leaders, teachers and agents, from any and all liability, claims or demands. I have read, understand and accept the terms and conditions stated herein and acknowledge that this Agreement shall be effective and binding upon me and my heirs hereafter.

\_\_\_ Payment is due in full prior to rental date.

Both parties are in agreement with this arrangement and understand their expectations.

Renter's Signature and Date \_\_\_\_\_

CWLC Signature and Date \_\_\_\_\_

**Please give Renter a copy of this form once it's all filled out and signed.**