



## Village Hall Facility Use Agreement

This USE AGREEMENT is entered into on \_\_\_\_\_ by and between the Village of Quincy ("the Village"), and \_\_\_\_\_, (the "User")

1. **Description:** The Village licenses to the User, use of the Village Hall meeting room hereafter to be known as "The Building", to be used for the following purposes or group:  
\_\_\_\_\_
2. **Portion of Building To Be Used:** Only the licensed person or group shall use that portion of the building, for which a fee has been paid. The administrative offices of the Village, the garage area, equipment or maintenance rooms shall be off limits to all facility users. Restrooms and adjoining kitchens are included in the facility use contract.
3. **Term:** The User may use the Building on \_\_\_\_\_, from \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm. The Building shall be locked and unlocked by the Village prior to and after the appointed use times.
4. **User Fee:** The User in consideration of the use, has paid the required fee of \$\_\_\_\_\_ and the required cleaning deposit \$\_\_\_\_\_. \*\*Please write 2 checks so that the check for the cleaning deposit can be returned to you if there is no cleaning fee.\*\*
5. **Use:** The User may not use or knowingly permit any part of the Building to be used for any unlawful purpose and the User shall comply with all applicable Federal, State and local laws, orders and regulations; and with all lawful directives of public officers and upon it with required permits and licenses with respect to its use of the Building. The User acknowledges that NO ALCOHOLIC beverages may be consumed in the Building or the surrounding property. The Village Hall is a smoke free building. There are two designated smoking areas, with containers to dispose of butts. These locations are at the front of the Village Hall and on the brick courtyard off of the Council Room.
6. **Assignment:** The User shall not assign this agreement in whole or in part.
7. **Access to Building:** The Village or its agents may enter the Building at any time during the term of use for any purposes. The Village shall not be liable for inconvenience, annoyance, disturbance or other damage to the User because of such entry.
8. **Return of Possession:** At the expiration of the use term, the User shall return the Building to the Village, clean, in as good condition and repair as it was at the beginning of the term.

47 Cole St

Quincy

Michigan

49082

517.639.9065

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9. **Default & Termination:** The Village may immediately terminate this agreement if the User is found to be in default of any of the conditions in the AGREEMENT and may terminate this agreement without cause upon providing ten (10) days notice to the User.
10. **Indemnity:** The User shall be liable for any injury or death of a person and for any loss and/or damage to the Building, or damage to personal property of the Village or others, caused by the negligent acts or omissions of itself, its agents, employees or invitees, or caused by the User's failure to perform the conditions of the use agreement. The User shall indemnify and hold the Village harmless from all liability and claims that may be sustained by the Village by reason of any of the causes for which the User is liable pursuant to this paragraph.
11. **Entire Agreement:** The AGREEMENT constitutes the entire agreement between the parties. The User is not relying on any representations or agreements other than those contained in this AGREEMENT.

**Village of Quincy**

By: \_\_\_\_\_ Date: \_\_\_\_\_ Receipt#: \_\_\_\_\_

User's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Day Phone: \_\_\_\_\_