



LIABILITY AGREEMENT FOR USE OF GRIMES COMMUNITY COMPLEX (GCC)

BY ORDER OF THE City of Grimes (updated 2017)

I, the undersigned, understand that the Grimes Community Complex will be reserved only under the following conditions which I agree to observe. If I do not observe the following conditions, I may incur additional fees.

Please read and initial the following items:

- 1. **No Smoking** is allowed on the premises. **No alcohol** is allowed on the premises with the exception of the Banquet Hall and Gymnasium with proper deposits and security.
- 2. No commercial fundraising is permitted; however, nonprofit groups are excluded from this restriction.
- 3. The GCC must be vacated by 9pm by all parties unless otherwise approved. Please lock all windows, double-check all doors are locked, and exit via the main entry door on the east side.
- 4. The reserving individual is responsible for normal cleanup procedures: table/chairs put away, floor swept and mopped (if necessary), floors vacuumed, and all trash is to be removed from the building to the dumpster outside on the NE side of the building.
- 5. City staff will not be called out for non-emergency related items, you may be charged based on the non-emergency related call-outs.
- 6. The undersigned agrees to pay for any damage to the GCC building and/or property and also agrees to pay replacement costs for any missing items. In addition, the undersigned individual agrees to pay a cleanup cost if the GCC and/or property is left in unsatisfactory condition.
- 7. Individuals causing harm to GCC. property may be denied use of the facilities in the future, at the discretion of the City of Grimes Administrative Staff.
- 8. The undersigned understands and hereby acknowledges that the City of Grimes shall not be responsible or liable for personal injury or property damage occurring to persons or their guests and invitees, while using the Grimes Community Complex for their own personal matters, or for matters unrelated to the business of the City of Grimes.

The undersigned releases and discharges the City of Grimes from any liability, claims, demands, injuries, damages, actions or causes of action that might occur arising from the use of the City of Grimes premises.

DATE of RESERVATION _____ TIME _____

LOCATION (Please circle)- Cage 103/105 106 107 202/203 Cafeteria Gym Board Room Banquet Hall

TYPE OF FUNCTION _____ ESTIMATED NO. OF ATTENDEES _____

NAME OF RENTEE _____ SIGNATURE _____

ADDRESS _____ PHONE _____

EMAIL ADDRESS _____

-----COMPLETED BY CITY OF GRIMES STAFF ONLY-----

City of Grimes Staff Name _____

Amount of Deposit _____ Amount Refunded _____ Date _____

Staff Notes _____

Check # _____ Credit/Debit Receipt # _____ Cash \$ _____

Please check for completeness, photocopy, and give applicant a copy of this form.