



City of Stanhope
600 Main Street, P.O. Box 128
Stanhope, Iowa 50246
Telephone: 515/826/3290
Facsimile: 515/826/4290

Stanhope City Park Shelter Rental Agreement

Agreement for the rental of the Stanhope City Park Shelter, Stanhope, Iowa, subject to the following terms and conditions:

Terms

1. Use of the facilities is to be arranged through the city office and is subject to availability. Any use of the facilities must be approved by the city office prior to use of the facilities. There is a \$25.00 refundable deposit required to use the facilities.
2. Smoking is prohibited in any building in the Stanhope City Park.
3. Use of alcoholic beverages is prohibited in the Stanhope City Park. Anyone or any group dispensing and/or consuming alcoholic beverages of any kind in the Stanhope City Park will be subject to immediate removal.
4. Use of any non-prescription narcotics and/or controlled substances is prohibited in Stanhope City Park.
5. There shall be no alterations made to the Stanhope City Park unless prior approval has been granted from the Stanhope city council.
6. Nothing is to be removed from the Stanhope City Park.
7. The Stanhope City Park shall be left in a clean and tidy condition and users shall check to make certain that coffee maker is unplugged, ovens are turned off, all windows are closed and locked, lights turned off, tables and counters are wiped off and garbage removed from the premises.
8. Refrigerator space is available to all users, anything left in the refrigerator, after use, will be disposed of.
9. Any cost to repair any damage, repair or replace any stolen or damaged contents or any other costs incurred as a result of use of the facilities will be assessed to the person, persons or group that rented the facilities.
10. All use of the Stanhope City Park must be concluded by 11:30 p.m., C.S.T.
11. The city clerk may issue one building key to the person, persons or group renting the Stanhope City Park and that person, persons or group shall make certain that the building is locked upon exiting the building and key is returned either by person or in drop box at city office.
12. Rental of the Stanhope City Park facilities is made on a first come-first serve basis without regard to race, color, religion, sex, national origin, age, or any other legally protected status.
13. Please be advised that security cameras are in use in all areas of the building and will record all activity in the building.

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Stanhope City Park Shelter Rental Agreement, Continued

Application is hereby made for the use of the Stanhope City Park. It is understood that I (), we () may be held legally liable for any damage inflicted to the Stanhope City Park or for repair and/or replacement of any damaged contents of the Stanhope City Park.

Date of Use of Facilities: _____ Key Given: Yes () No () Date: _____

One Time Use: () Continuing: () Key Returned: Yes () No () Date: _____

Person, persons, or group using facilities: _____

Name

Phone

Address

RESPONSIBLE PERSON, PERSONS OR GROUP:

Building Renter:

Signature/Title

Signature/Title

Approved By: _____

Toni Neuberger, City Clerk

Date

Make Check Payable To: City of Stanhope, we will deposit this check

Fee Paid: \$25.00 Cash [] Check [] Check # _____

\$12.50 Half price on rental fee for non-profit

Make This Check Payable To: City of Stanhope, we will hold this check. Upon inspection, may be returned.

Deposit Fee Paid: \$25.00 Cash [] Check [] Check # _____

Return Signed Document To: *City of Stanhope
P.O. Box 128
Stanhope, Iowa 50246-0128*