



Rental Agreement

The rental agreement is made and entered into on _____ (date)
between _____ (Renter) and the Clifford Arts & Student Center,
located at 42 Depot Street, Unity ME. The Clifford Arts & Student Center is operated by the Ecology
Learning Center located at 230 Main Street, Unity, Maine. The facility will be used for:

Rental **Spaces** and associated **Costs** per daily event:

Theater, Gallery, Lobby, Kitchen & Dining area up to 8 hours: \$500

Theater, Gallery & Lobby up to 8 hours: \$300

Theater, Gallery & Lobby up to 3 hours: \$200

Kitchen & Dining Area: \$250 (Includes tables and chairs)

Cleaning Fee: \$50

Rental Period:

The rental period shall include setup and take down for the event.

Insurance:

The Renter must obtain and maintain liability insurance coverage in the amount of \$1,000,000 for the duration of the rental period. (See Contract Rider A, if consumption of alcohol has been approved).

Security Deposit:

A security deposit will be required in addition to the rental fee, in an amount equal to the rental fee. If, after a walk through by Center Manager or their designee, the rented facilities are found as they appeared before the rental period, 100% will be returned to the renter upon return of any keys. Other amounts of refund will be based on costs of repairs or cleaning. If the renter cancels within 36 hours before the event, they will forfeit their security deposit.

Payment:

The renter shall pay the total rental fee in full at least 36 hours prior to the rental period. Payment shall be made via cash or debit/credit card.

Liability:

The renter shall be liable for any damages to the rented space(s) or Center property caused by the renter or its guests during the rental period.

Governing Law:

This agreement shall be governed by the laws of the State of Maine.

Use of Space:

The renter agrees to use the rented spaces (s) only for the purposes outlined in this Agreement. Any additional or unauthorized use of the space(s) is strictly prohibited. See policy KF posted on Ecology Learning Center's website (www.ecologylearningcenter.org) for facility use guidelines.

Indemnification:

The renter agrees to indemnify and hold harmless the Center and its parent organization, The Ecology Learning Center, from any claims, damages, losses, or expenses arising out of or in connection with the renter's use of the rented space(s).

Entire Agreement:

This agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements and understandings, whether written or oral.

Rental spaces requested: (initial)

_____ Theater, Gallery & Lobby rental
_____ Gallery & Lobby rental
_____ Kitchen & Dining area rental

Alcohol: Will alcohol be consumed during the event?

_____ Yes For cash bar, License # _____
_____ No

Specific date and times of proposed event:

Set up _____
Take Down _____
Event _____

Key Required?

_____ Yes
_____ No

Costs:

_____ Rental Fee
_____ Deposit
_____ Cleaning Deposit
_____ **Total cost of rental**

Signature: Both parties hereby acknowledge that they have read and understood this agreement and agree to be bound by its term and conditions and that the renter has read the posted Policy KF.

Signed: _____ Date _____
(Signature of Renter)

Signed: _____ Date _____
(Signature of ELC Representative)



Rental Agreement

KF-R Contract Rider A

Consumption of alcohol is permitted inside the Clifford Arts & Student Center in accordance with State of Maine Law and only with prior approval of the Center Manager in consultation with the Ecology Learning Center Head of School. The following applies:

No alcohol is permitted to be sold to anyone by anyone who does not hold a valid State of Maine liquor license. By signing a contract to rent the Clifford Arts & Student Center, you agree to not sell alcohol in or at the Center.

If alcohol is to be provided free of charge, it can only be purchased and provided by the person who is renting the Center for an event. It is illegal for another person or entity, including the Ecology Learning Center, to purchase or provide alcohol for an event. By signing a contract to rent the Center, you agree to be the only person to provide alcohol.

It is highly recommended that the person providing alcohol purchase a one-day rider or extension to his/her homeowner's insurance policy to be protected against liability for any harm to, or done by, anyone consuming alcohol at the event. By signing a contract to rent any portion of the Clifford Arts & Student Center, you acknowledge that you have read this advice.

Reference: Policy KF (Building Use)