

**RENTAL AGREEMENT FOR THE FORSTER MEMORIAL BUILDING
14 S. MAIN STREET STRONG, MAINE 04983**

Rental cost for the building is \$200.00 with \$100.00 deposit. \$100.00 is due at the time of reservation. The additional \$200.00 is due 20-days prior to your function. Make all Checks payable to the Town of Strong.

The area to be rented does not include the Town Office/Library end of the building. However, the entrance and bathroom may be used. There are two more bathrooms located downstairs on each end of the dining hall. Kitchen utensils, pots, pans, dishes, chairs, and tables etc. may not leave the building.

Prior to your function you will need to set up a time to meet with the building's custodian, Tonia Boyd. Her contact # is 779-7028.

At that time, you will do a walk through and discuss where everything is. This will also be the time to make note if there is any damage done that was not done by your function.

Thoroughly clean the building before you leave. All decorations need to be removed as well as tacks and tape. It is not up to the town to get rid of your rubbish. All rubbish is to be removed and is your responsibility to dispose of.

Table and chairs need to be washed. Floors need to be swept and vacuumed. Tables will be set back to where they were. Fire insurance and safety laws require that nothing be stored in the furnace room or any of the halls and foyer. Tables and chairs stay in the rooms they are in.

There can be **NO ALCOHOL or SMOKING** in the building at any function.

Please supervise your children at all times. For safety reasons, please do not allow them to run in and out the doors or up and down stairs, especially the emergency exit downstairs.

We reserve the right to monitor your function at any time. In the event your function gets out of control, proper authorities will be contacted. You may be asked to leave the building.

If any of these requirements are not met, you may lose your right to rent in the future.

Please return your key to the Town Office the next business day unless other arrangements were discussed prior. We will inspect the building within the week. If any damage is done to the building or property, the deposit will not be returned. NO exceptions. If inspection is ok your deposit will be returned.

Any questions, please contact: Mike Pond (Selectman for FMB) 491-9908 or Tonia Boyd (Custodian for FMB) 779-7028

AGREEMENT BETWEEN THE FORSTER MEMORIAL BUILDING TRUSTEES AND RENTER:

Date: _____ Contact # _____

I, _____ agree to pay \$200 for the rental of the Forster Memorial Building on _____ and place \$100 on deposit which will be returned if conditions in agreement have been met. I agree to comply with all the terms and conditions as stated above in said agreement.