

Spillman Event Center

308 S Broadway

Jamesport, MO 64648

Rental/Use Agreement & Conditions

Make Checks Payable and Mail to:

Jamesport Community Association

PO Box 215

Jamesport, MO 64648

Website: jamesportmissouri.net

Email: jamesportmo@yahoo.com

Phone: 660 684-6146

Reservations for Use:

The Jamesport Community Association agrees to allow us the use of the Spillman Event Center:

Event: _____ on the

Following Date: _____

Name of Responsible Party: _____

Address: _____ **Phone:** _____

Clean up Responsible Party: _____ **Phone:** _____

Pricing as Follows: Rental and Deposit must be paid at time of Reserving

_____ \$500 Refundable Deposit if all terms are met. All rentals must pay a deposit.

_____ Monday-Thursday \$300 per Day _____ days @ \$300 = _____

_____ Friday-Sunday \$400 per Day _____ days @ \$400 = _____

_____ \$200 for 4 Hour Clean Up on Sunday Only

Terms and Conditions:

The JCA reserves the right to refuse the rental or the use of the Spillman Event Center to anyone or Organization.

The Responsible Party will leave the Event Center and grounds clean and in the same condition prior to the rental. This includes but is not limited to: 1) Floors entirely swept and mopped. 2) All trash and garbage removed from the building, grounds and parking lot. There is a dumpster on the south side of the building.

3) Kitchen and restrooms clean and in order, including toilets and urinals. All cleaning must be completed concluding the event and before deposit is returned.

All furnishings, tables, chairs, kitchen and bathroom items are to remain within the Event Center. They are not to be taken to another location. **Absolutely NO SMOKING INSIDE THE CENTER.** _____

All cigarette butts must be picked up and put in the ashtrays provided on the porch. _____

I/We are responsible for any damage or vandalism to the Event Center, including furniture and fixtures, while in possession of the building. _____

Cancellations made within the last 30 days prior to the event will result in forfeiture of the rental fee. _____

Signature of User/Responsible Party

Date

JCA Representative

Date