

Orange County REMC Training Room Contract

Applicant: _____
Phone #: _____
Address: _____

Event: _____
Date: _____
Time: _____

Orange County REMC is pleased to make its Training Room available to the public. To ensure proper use of the Training Room, Orange County REMC requires the following contract so that we may continue to offer the facility to the public. The Applicant agrees to follow and abide by the Eligibility Requirements, Restrictions and Responsibilities set forth below:

I. Eligibility Requirements

1. All activities in the Training Room shall be "Not For Profit".
2. Applicant must be over 21 years of age.
3. Applicant shall be present at all times during the event and takes full responsibility for the use of the Training Room according to this contract.

II. Fees and Deposits

1. A **CASH** deposit of \$100 is required for all members of Orange County REMC. Upon inspection of the Training Room, \$50 will be refunded if all conditions contained in Sections III, IV and V are met.
2. A **CASH** Deposit of \$200 is required for all non-members of Orange County REMC. Upon inspection of the Training Room, \$100 will be refunded if all conditions contained in Sections III, IV and V are met.

III. Restrictions/Responsibilities

1. No tobacco or tobacco products are allowed inside the Training Room or any other part of Orange County REMC's premises at any time.
2. Possession or use of alcoholic beverages, illicit drugs, or any illegal substances is prohibited in the Training Room and any other part of Orange County REMC's premises.
3. **No decorations of any kind are to be attached to the walls, doors, door trim, windows or ceiling.**
4. All items brought into the Training Room must be removed, including food and trash.
5. The maximum occupancy of the Training Room shall not exceed 75 people.
6. Animals are prohibited except for those aiding the handicapped.
7. The Training Room will be available on business days from 5:30 PM to 10:00 PM and from 8:00 AM to 10:00 PM on non-business days.
8. Applicant shall not conduct any unlawful business on the premises.
9. The Training Room key is to be picked up by 4:00 P.M. the day prior to room use. Following the event, the key shall be left on the counter or basket in the room or returned by 4:00 P.M. the next business day.
10. Applicant shall turn off all lights and secure the doors upon vacating the premises.
12. Applicant assumes all responsibility and risk for the care and supervision of children who may attend the event. Children shall remain inside the Training Room during the event and only use the parking lot for going to and from the Training Room.

IV. Miscellaneous

1. One-half of all deposits will be returned to applicant unless cleaning or repair is required of the room, any item or piece of equipment, restrooms, parking lots or landscaping. If there are damages, Orange County REMC will send applicant a copy of all invoices received for damages and/or repair. If the balance of the deposit is more than the total invoices, applicant will receive the difference. If the invoices total more than the balance of the deposit, applicant will pay the difference.
2. Orange County REMC reserves the right to cancel this contract or deny future use of the Training Room if any applicant fails to comply with any of the Eligibility Requirements, Restrictions, or Responsibilities of the contract.
3. The balance of the deposit will not be returned in the event of a lost or damaged room key and an invoice will be sent.
4. Orange County REMC reserves the right to cancel any reservation at any time for any reason by notifying the applicant.
5. Applicant assumes responsibility for injury to any person or persons using the Training Room under this contract and the applicant shall indemnify and hold harmless Orange County REMC from the claims or demands of any person, who asserts his/her injuries arose from the activities associated with the event while on the premises of Orange County REMC.

Applicant Signature:

Date

Orange County REMC Representative

Date