

FORREST COUNTY COMMUNITY CENTER LEASE AGREEMENT

Forrest County, Mississippi, acting by and through its Board of Supervisors, and the lessee listed below hereby enter this agreement for use of the county's community center as set forth below.

Lessee's name/organization _____

Physical address _____

Telephone # _____

Name/Secondary contact # _____

Community center leased _____

Event description _____

Anticipated number of attendees _____

A. **COVENANTS:** In consideration of use of the center, lessee agrees as follows:

1. To comply with all rules and regulations prescribed by the county and to cooperate with all county personnel, including law enforcement, while occupying the center.
2. To **provide a FORREST COUNTY ADDRESS** at the time of booking. Centers are **reserved for use by Forrest County residents**. By signing, you acknowledge your reservation will be declined if a Forrest County address is not provided.
3. Not to sell any goods or services while occupying the center or to charge any fee whatsoever for entering the center or participating in event activities.
4. Not to sell food or drink at the center except by written permission of the county. **The possession or use of alcohol at the center is strictly prohibited.**
5. Minors must be monitored by adults at all times. Forrest County and its employees assume no responsibility for injury (including death) or any other loss, damage or liability that may occur while renting this facility.
6. In the event of damage to the center, to forfeit lessee's cleaning/damage deposit and to pay any and all sums necessary to restore the center to its original condition.
7. To indemnify the county from all claims arising out of lessee's use of the center. **Lessee is not covered by the county's liability insurance policy under any circumstances**
8. Any function held must comply with CDC guidelines.
9. No smoking in facilities. This includes, cigars, cigarettes, hookahs, vapes, etc.

10. No grilling/frying or cooking on patio or sidewalks.
 11. No firearms or explosives, powders, glitter, confetti (i.e. gender reveals), or thumb tacks in the walls
 12. No swimming pools/waterslides allowed on the premises unless requested and pre-approved by the Supervisor of the respective District.
- B. **EQUIPMENT:** Lessee may use the tables, chairs, appliances, and other equipment provided at the center for public use, all of which must remain in the center while in use.
- C. **FEES:** Lessee must submit a \$50.00 NON-refundable usage fee and a \$50.00 refundable cleaning/damage deposit (total payment of \$100.00 at the time of booking). This can be done on the Forrest County website, or in cash along with this agreement to Room 101 of the Paul B. Johnson, Jr. Chancery Building at 641 Main Street to reserve a center. Deposit is due AT THE TIME OF BOOKING.
- E. **CANCELLATION:** Lessee must notify Forrest County fourteen (14) days in advance of the reserved date of event. Please secure confirmation of your cancellation. Failure to timely notify Forrest County or provide proof of your cancellation will result in loss of the \$50.00 non-refundable use fee. Subject to processing fees.
- F. **CLEANING:** Lessee's cleaning/damage deposit is partial security for ensuring that the center is cleaned and returned to its condition at the time of entry. Before vacating the center, lessee shall wipe down all tables, chairs, and countertops; return all tables and chairs (folded and stacked) to designated area; remove all pins, tape, and staples from walls; sweep/mop floors, leaving wet mop in bucket; clean and turn off all appliances; clean restrooms; lock all doors and windows; turn off all lights, replace trash container liners. Must take trash if outside trash bins are not available. The condition of the center relative to return of the cleaning/damage deposit shall be determined solely by the county. Neither payment of the deposit nor its forfeiture waives lessee's responsibility for damage to the center. Forrest County does **NOT** supply cleaning supplies.