



MCPHERSON CO-OP CREDIT UNION BASEMENT RENTAL AGREEMENT

I (name) _____ agree to rent the MCCU basement facility
on

(date) _____ for a \$60 deposit. (for 3 hours) #expected _____

I understand: (please initial each item)

_____ I will pay \$20 per hour after a minimum of three hours.

_____ I am a credit union member at least 21 years of age and will be in attendance at the event.

_____ I will be responsible for any damages incurred. My account will be automatically debited.

_____ I (and my party) will not put anything on the walls. (tape, hangers, goo, etc)

_____ I will pay a \$200 fine if anyone in my party removes the cords from behind the TVs.

_____ I will not use the premises for unlawful purposes.

_____ I will not use the premises for profit-motivated commercial enterprises.

_____ I will cancel more than 24 hours in advance or forfeit the deposit of \$60.

_____ I (and my party) will not use tobacco products or alcohol on the premises.

_____ I understand I am welcome to use appliances and serving items in the kitchen, but will bring my own
paper products and will wash, dry and put away any MCCU items I use.

_____ I will leave the building in good, clean condition or forfeit the \$60 deposit.

Sweep floors (vacuum is in the media closet, Northwest corner)

Take trash to outside bin located at the Northeast corner of parking lot.

Wipe down tables and chairs.

Remove tape from tables if you taped paper or tablecloths on.

_____ I will let MCCU staff know of anything damaged or broken, so they can replace it.

_____ I will return the building keys the following day or put them in the night drop.

(use envelope provided)

_____ I will pay a \$50 fine for not returning the key. (automatically debited from my acct)

_____ I will pay a \$30 inconvenience fee if I leave the building unlocked. (automatically debited)

_____ I have received a copy of this agreement. (or have elected not to take one)

Key # _____

(Signature)

(contact number)

