

Edgewood EDC & Chamber of Commerce
"Building Rental Reservation and Agreement Form"

Renter Information: _____ **Date:** ____/____/____

Name: _____

Address: _____

State: _____ **Zip:** _____

Reservation Date: ____/____/____

Rental Time of Possession: ____:____ A.M. or P.M.

Rental Time of Release: ____:____ A.M. or P.M.

Type of Function: _____

I, _____, agree to leave the building clean and free of any damage at the conclusion of my rental time agreement above. I also understand, that full reimbursement of the deposit will be based upon the building being left clean and in the original condition as before I entered it for my function. If not, the deposit will be pro-rated/forfeited accordingly after final inspection by a city official or representative of the Edgewood EDC based on availability at the time after release.

A Property Deposit to hold the reservation is required in advance and payment for the rental period of time is to be paid prior to gaining access to the building for the function. Table and chairs in the building can be used but if additional ones are needed, it will be the responsibility of the renter to provide. My signature and date below indicates I have read these conditions and agree to them as part of this rental agreement.

_____/_____/____
Signature **Date**

Rental Reservation Deposit price: **\$50.00**

Building Rental Winter –Half Day (4 hrs. or Less) **\$50.00**

Building Rental Winter – Full Day (up to 8 hrs.) **\$80.00**

Building Rental Summer – Half Day (4 hrs. or Less) [June 15 – Sep. 15] **\$55.00**

Building Rental Summer –Full Day (up to 8 hrs.) [June 15 – Sep. 15] **\$85.00**

Reservations: Contact the Edgewood City Office (903) 896- 4448

Website: www.edgewoodtexas.org