

Mercer Community Center

Mercer Community Club

1015 Beech Hill Road,, Mercer, Maine, 04957

207-587-2911

Email: townofmercer@gmail.com / Web: www.mercerme.us

Agreement Form for Table & Chair Rental

Name of individual/group/organization: _____

Address: _____

Telephone #: (H) _____ (W) _____ (Cell) _____

Type of Event: _____

Place of Event: _____

Date Requesting: _____

of Chairs Requesting: _____

of Tables Requesting _____

Date & Time Out: _____

Date & Time Back: _____

Renter Initials

MCClub Initials

Renter Initials

MCClub Initials

Rental Fees: Tables - \$10.00 each

Chairs - \$1.00 each

Security Deposit \$100.00 (all renters) returnable within 14 days after rental (write separate check)

Date Received: _____ Initials _____

Date Returned: _____ Initials _____

Checks made payable to: Mercer Community Club

Send to: Town of Mercer
1015 Beech Hill Road, Suite A
Mercer, Maine 04957

By signing this contract I acknowledge and agree to the following terms:

- A \$100.00 security deposit is due at time of signing this agreement and reserving a date for your event. Your deposit will **NOT** be cashed, **unless** the table and chairs are not returned in the same manner in which they left the building **OR** they were damaged during your time of rental.
- Deposits will be refunded if rental is cancelled at least 21 days prior to the event.
- Rental fees must be paid no later than 21 days prior to the event.
- It is also acknowledged that failure to adhere to this contract may result in denial of future use of the facility or rentals.
- All Tables & Chairs are picked up and returned by the renter. Times are to be discussed/determined by the Club Member and the Renter.
- All Tables & Chairs must be returned no later than 48 hours after the event or less time if they are needed for another event. The renter will be told in advance of their rental time.
- If the event is an outside event, **ALL legs of the Tables & Chairs MUST BE CLEANED before returning.**

Renter

Date

MC Club Member/Scheduler

Date