

Shelter Rental Agreement 2017

1. **THIS AGREEMENT IS** entered into between _____ (Renter) & the Mitchell Parks & Recreation Department.

2. Contact Person: _____
 Address: _____
 Phone info: _____ - _____ - _____

3. Event Date: _____ Start Time: _____ End Time: _____

4. Type of Event: Youth / Adult / Family

5. Shelter Requested:
- _____ **Camp Arroya**, 311 ½ N. Harmon Dr, Mitchell, SD 57301
 - _____ **Day Camp**, 1200 Indian Village Rd, Mitchell, SD 57301
 - _____ **Hitchcock Enclosed**, 1201 E. Hanson St, Mitchell, SD 57301
 - _____ **Patton Young**, 500 S. Edgerton St, Mitchell, SD 57301
 - _____ **Sportsman Club**, 950 Indian Village Rd, Mitchell, SD 57301

Special Requests/Conditions/Comments:

Explanation of Rates:

6. Fees due on the day of reservation (Non-Refundable) **Per Day: \$120.00**
 Rate includes use of Indoor Facility (Stove, Fridge and Sink), Restrooms, Outdoor Grill, Picnic Tables, Indoor Tables, and Indoor Chairs.

Additional Amenities

	Playground Equipment	Sand Volleyball Court	Horseshoe Court	Outdoor Basketball Court	Indoor Shelter Occupancy
Camp Arroya	X	X	X		90
Day Camp	X	X		X	110
Hitchcock Enclosed					20
Patton Young		X			48
Sportsman Club	X				136

Deposit (Refundable): \$100 Amount of deposit on file: \$0
A deposit is required when picking up the keys. The deposit will be returned for the full amount if RENTER HAS CLEANED THE SHELTER PRIOR TO THE END OF THE RENTAL SHIFT, RENTER HAS VACATED THE PREMISES PRIOR TO THE 11:00PM CURFEW, AND RENTER HAS RETURNED THE KEYS.

7. IF AN ACCIDENT OCCURS, RENTER MUST IMMEDIATELY REPORT IT to the Department staff person on duty. Renter agrees to rent the Shelter in as is condition and assumes all liability and risk arising therefrom. Insurance protection is the responsibility of the Renter. Renter agrees to indemnify and hold harmless the City of Mitchell, its directors, officers, employees and members against: (A) Any and all liability, claims, demands, damages, or costs, including reasonable attorney fees, out of or from any accident or other occurrence, on or about the property relating to applicant's use thereof causing injury or damage to any person or property; and, (B) Any failure of the applicant to comply with and perform all the requirements and provisions in this agreement.

8. CLEAN UP: Renter agrees to respect the facility by maintaining continual cleanliness of the facility and grounds. In addition, Renter agrees to the following:

1. Set up tables and chairs as needed and take down and put away when finished.
2. Close all windows.
3. Return thermostat to setting it was on prior to use.
4. Wash off all tables and chairs.
5. Vacuum carpet and sweep kitchen area as needed.
6. Wash all countertops and sink areas in kitchenette.
7. Make sure refrigerator is empty (clean if needed due to spills)
8. Make sure stove and oven are turned off (clean if needed due to spills)
9. Lock the doors leading into bathrooms from inside the shelter (Patton Young & Sportsman Club only)
10. Lock all outside doors to the shelter (Except outside restroom doors)
11. Turn off all Lights
12. Place all trash in the outdoor trash bin.

9. DAMAGES/THEFT: Renter shall be liable for the cost of repair/replacement of any property that is damaged (beyond ordinary wear) or stolen in relation to this rental. The City of Mitchell is not responsible for lost or stolen items.

10. The City of Mitchell, its directors, officers, employees, and members are not liable for damages arising from inclement weather or other natural causes.

11. RESTRICTIONS: Pets are not allowed in the buildings (service animals are permitted). Smoking is not allowed in the buildings. No unlawful consumption, possession, or distribution of alcohol is allowed on the rented premises.

12. Renter shall not conduct, or permit to be conducted, any business or sales on the rented premises without prior consent from the Parks and Recreation Board.

13. CHECK-IN/CHECK-OUT: Unless Department staff indicates otherwise, shelters are available to Renter from 9:00 AM until 11:00 PM.

14. No date may be reserved without a signed agreement and payment.

15. PLEASE CONTACT THE PARKS AND RECREATION DEPARTMENT IMMEDIATELY IF THE FACILITY IS NOT IN SATISFACTORY CONDITION UPON ARRIVAL OR THE FACILITY WILL BE DEEMED TO HAVE BEEN IN SATISFACTORY CONDITION AT THE START OF THE RENTAL PERIOD. Contacts: Parks & Recreation Department Office [605-995-8450](tel:605-995-8450), after hours [605-999-9663](tel:605-999-9663), or after hours at Patton Young [605-999-2908](tel:605-999-2908).

I understand all terms of this Shelter Rental Agreement and agree to be bound thereby upon signing below.

Signature of Authorized Person	Title or Position	Date
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Confirmed by City of Mitchell Representative	Title or Position	Date
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