



## Geos Community Room Rental Agreement

84 Fourth Street, Ashland, Oregon 97520

[www.geosinstitute.org/rental](http://www.geosinstitute.org/rental)

541-482-4459

**IT IS HEREBY AGREED** that the Geos Institute will rent the Geos Community Room to:

Contact Person: \_\_\_\_\_

Group: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

hereinafter called Tenant, for:

Type of program: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

at the date(s) and time(s) stated below:

Date(s) \_\_\_\_\_ Time(s) \_\_\_\_\_

*Please ensure that times listed include set up and/or clean up*

**IT IS FURTHER AGREED** that decisions as to cleanliness and damage to the Community Room will be solely at the discretion of the Geos Institute. It is further agreed that the Tenant shall be held liable for any damage done to the room/building, both interior and exterior, during the period of usage.

**IT IS FURTHER AGREED** that the Tenant shall follow all Rules and Regulations governing the use of the facility, attached hereto as "Community Room Rental Information," and by this reference incorporated herein.

**IT IS FURTHER AGREED** that the Tenant shall assume all responsibility and liability for any injury or damage to persons or property on the Geos Institute's property during the above rental period, and that one of the considerations for this Rental Agreement is that the Tenant shall absolve and hold the Geos Institute free from all injury and damage during the time that the Tenant uses the Geos Community Room.

**IT IS FURTHER AGREED** that either the Tenant or the Geos Institute can terminate this Rental Agreement with a ten (10) day advance notice of cancellation.

**IT IS FURTHER AGREED** that termination of the Rental Agreement will occur if any Rules and Regulations are found to be in violation by the Geos Institute.

I have read and understand this agreement.

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**For the Geos Institute:**

\_\_\_\_\_  
Geos Institute Representative (Please Print)

\_\_\_\_\_  
Geos Institute Representative (Signature)

\_\_\_\_\_  
Date

Rental Fee: \$45 for up to 4 hours  
\$90 over 4 hours up to full day

\$ \_\_\_\_\_

Total amount due:

\$ \_\_\_\_\_

Date Payment Received:

\_\_\_\_\_