

# FORT DALLES RIDERS ASSOCIATION



1023 Irvine Street, P.O. Box 491, The Dalles, Oregon, 97058

## Fort Dalles Riders Association Clubhouse / Arena Rental Agreement

THIS AGREEMENT made this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, between Fort Dalles Riders Association, The Dalles, Oregon, hereby know as , landlord, and (name) \_\_\_\_\_, (address) \_\_\_\_\_, (phone number) \_\_\_\_\_, hereby know as renter.

Landlord does hereby rent to renter above-named, the clubhouse and/or arena of Fort Dalles Riders Club, The Dalles, Oregon, together with the use of the parking lot for the period commencing (date) \_\_\_\_\_, and terminating at \_\_\_\_\_ on \_\_\_\_\_. **MUSIC AND NOISE MUST STOP AT 10:00 P.M. AND PREMISES SHOULD BE VACATED NO LATER THAN 11:30 P.M.**

Renter agrees to pay landlord a **usage fee of \$\_\_\_\_\_** for the premises and a **deposit fee of \$50.00**, paid by two separate checks, at the time of reservation. The \$50.00 deposit fee will be refunded if all regulations and guidelines are met. Regulations and guidelines are as follows:

1. Deposit & Usage Fees:
  - a. If cancellation notice is received, by Clubhouse Coordinator within **30 days** of the event date, **BOTH FEES** are **NON-REFUNDABLE**.
  - b. If cancellation notice is received, by Clubhouse Coordinator, **31 days or more** before the event date, the **USAGE FEE** will be refunded. The **DEPOSIT FEE** remains **NON-REFUNDABLE**.
2. The person signing this agreement and waiver must be 21 years of age.
3. If any of the property is damaged while being used, the renter and the person signing this agreement will be held responsible. The Fort Dalles Riders Association will be reimbursed by the renter.
4. The person signing this agreement will see that all persons within the clubhouse and on the grounds shall conduct themselves in a manner that would prevent any un-necessary injury to anyone. Extra caution should be taken around the creek area, swinging gates and any livestock.
5. Renter will leave the premises in a clean and undamaged condition at the termination of this rental agreement.
6. All furniture will be returned to original locations. (Includes chairs and tables)

7. Kitchen and any used appliances will be left clean.
8. All floors will be swept and/or mopped, lights turned off, heat or a/c turned off.
9. All doors and windows locked and key left in designated area.
10. All garbage to be bagged and placed in outside trash bins.
11. Renter shall make no unlawful use of the premises.
12. Use of fireplace:
  - a. Damper must be opened before lighting fire.
  - b. Use only provided wood. (NO GARBAGE)
  - c. Leave fireplace screen in place at all times.
  - d. When leaving, let fire burn down, leave damper open and screen closed.
13. Use of outdoor grill.
  - a. Grill will be placed in designated use area by landlord prior to renter's arrival.
  - b. Grilling utensils and fire extinguisher are located in kitchen of clubhouse.
  - c. When done turn off gas to grill.
14. Landlord will close fireplace damper and put grill away after walk through.

Renter and renter's guests assume all liability of injury to persons or property occurring on the premises owned by Fort Dalles Riders Association, and the renter agrees to save and hold harmless Fort Dalles Riders Association, its officers and members, of and from any and all liability resulting from or caused by the use of the premises by renter. Renter assumes all liability for injury or damage to the premises owned by landlord and rented to renter. Renter will immediately repair or pay for repairs needed because of the use of the premises by renter.

Purpose for rental of clubhouse: \_\_\_\_\_

Purpose for rental of arena: \_\_\_\_\_

The undersigned has read the above contract, including conditions and guidelines, and renter, by the signature of the undersigned, agrees to abide by them, and agrees that renter will be responsible for any violation of this contract, and such violation will terminate renter's usage. The undersigned agrees that he or she has authority from renter to sign this agreement on behalf of renter.

PRINTED NAME: \_\_\_\_\_ Date: \_\_\_\_\_


SIGNED: \_\_\_\_\_

RENTAL CO-ORDINATOR: \_\_\_\_\_

Cathy Covert - 541-296-8277 Home 541-296-9103 Office 541-993-4012

Upon completion of the walk through by the rental coordinator, all or part of the \$50.00 deposit may be returned to renter at above listed address.

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## Clubhouse / Arena Checklist

**OFFICE USE ONLY:**

DATE RECEIVED \_\_\_\_\_, 20\_\_\_\_ RECEIVED BY: \_\_\_\_\_

RENTAL CHECK # \_\_\_\_\_ \$ \_\_\_\_\_ DEPOSIT CHECK # \_\_\_\_\_ \$50.00

PRE-WALK THROUGH DONE BY: \_\_\_\_\_ DATE: \_\_\_\_\_

POST-WALK THROUGH DONE BY: \_\_\_\_\_ DATE: \_\_\_\_\_

DEPOSIT AMOUNT REFUNDED \$ \_\_\_\_\_ (IF PARTIAL REFUND - SEE BELOW)

DATE MAILED TO ADDRESS ABOVE: \_\_\_\_\_ or RECEIVED BY: \_\_\_\_\_

**CLUBHOUSE:**

KEY RETURNED -	YES	NO	_____
DOORS LOCKED -	YES	NO	_____
WINDOWS LOCKED -	YES	NO	_____
LIGHT TURNED OFF -	YES	NO	_____
HEAT OR A/C OFF -	YES	NO	_____
KITCHEN CLEANED -	YES	NO	_____
FLOORS CLEANED -	YES	NO	_____
FURNITURE IN PLACE -	YES	NO	_____
GARBAGE REMOVED -	YES	NO	_____
FIREPLACED USED -	YES	NO	_____
OUTDOOR GRILL USED -	YES	NO	_____

**OUTDOOR / ARENA AREA:**

PARKING LOT -	YES	NO	_____
PICNIC AREA -	YES	NO	_____
ARENA AREA-	YES	NO	_____