

FORT DALLES RIDERS



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

Clubhouse / Arena Rental Agreement

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

Landlord does hereby rent to above-named renter, the () clubhouse and yard area; and/or () arena of Fort Dalles Riders grounds, The Dalles, Oregon, together with the use of the parking lot for the period commencing (date) _____, _____ AM/PM and terminating at 11:30 P.M. 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 \$150.00**, of which \$25 is non-refundable. The **deposit fee**, less \$25 non-refundable amount or \$125, will be refunded if all of the following regulations and guidelines are met:

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. No alcohol is allowed on the grounds or in the clubhouse at any time.
4. If any Fort Dalles Riders property is damaged while being used, the renter and the person signing this agreement will be held responsible. The Fort Dalles Riders will be reimbursed by the renter.
5. The person signing this agreement will see that all persons within the clubhouse and on the grounds during event shall conduct themselves in a manner that would prevent any unnecessary injury to anyone. The creek, banks and fences below the bridge are off-limits. If renting clubhouse, children shall remain on clubhouse side of creek, away from areas used by horses (near horse trailers in parking lot, arena, announcer's stand, trail course, etc.).

6. Renter will leave the premises **(INCLUDING LAWN AND AREA AROUND CLUBHOUSE, PARKING AREA & CREEK AREA)** in a clean and undamaged condition at the termination of this rental agreement.
7. All furniture in clubhouse, including chairs and tables, as well as picnic tables and benches outside clubhouse will be returned to original locations.
8. All furniture in clubhouse, including chairs and tables, as well as picnic tables and benches outside clubhouse will be returned to original positions.
9. Kitchen and any used appliances and utensils will be left clean.
10. All floors will be swept and/or mopped, lights turned off, heat or A/C turned off.
11. All doors and windows locked and key left in designated area.
12. All garbage to be bagged and removed from premises; i.e. take it with you. The dumpster is for Fort Dalles Riders use only.
13. Rental shall make no unlawful use of the premises.
14. Fireplace is for Fort Dalles Riders use only. Do not put garbage in fireplace. Leave fireplace screen in place at all times.
15. Use of outdoor grill:
 - Grill will be placed in designated use area by landlord prior to renter's arrival.
 - Grilling utensils and fire extinguisher are located in kitchen of clubhouse.
 - When done grilling, turn off gas to grill and clean.
 - Landlord will put grill away after final walk through.

Renter shall provide a Certificate of Insurance naming Fort Dalles Riders as additional insured.

Renter and renter's guests assume all liability of injury to persons or property occurring on the premises owned by Fort Dalles Riders, and the renter agrees to save and hold harmless Fort Dalles Riders, 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: _____
- Estimated number in attendance during rental: _____ Cert. of Insurance attached

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 COORDINATOR SIGNATURE: _____

Coordinators: Kathy Maxwell, 541/ 993-6610, dkbmax@yahoo.com; and
Sherlene Bowen, 541/ 993-0516, Sherlene.bowen@gmail.com

Upon completion of the walk through by the rental coordinator(s), all or part of the \$125.00 deposit may be returned to renter at above listed address.

FORT DALLES RIDERS ASSOCIATION



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

CLUBHOUSE / ARENA CHECK LIST

Office Use Only:

Date Received: _____, 20____ Received By: _____
 Rental Check # _____ \$ _____ Deposit Check # _____ \$150.00
 Certificate of Insurance Provided & attached to signed agreement

Pre-Walk Through Done By: _____ Date: _____, 20____
 Post-Walk Through Done By: _____ Date: _____, 20____

Deposit Amount Refunded: \$ _____ (If partial refund, see below)
 Date mailed to Renter's address: _____, 20____ or received by: _____

CLUBHOUSE - Inside

- Key Returned Yes No _____
- Doors Locked Yes No _____
- Windows Locked Yes No _____
- Lights Turned Off Yes No _____
- Heat or A/C Off Yes No _____
- Kitchen Cleaned Yes No _____
- Floors Cleaned Yes No _____
- Furniture in Place Yes No _____
- Fireplace Used Yes No _____

CLUBHOUSE - Outside

- Bathrooms Left Clean Yes No _____
- Outdoor Grill Used Yes No Left clean Yes No _____
- Front/backside/patio/lawns/roof free of litter Yes No _____
- Creek Area free of litter Yes No _____
- Mural/landscaping left undamaged Yes No _____
- Garbage Removed from Premises Yes No _____

GROUNDS & CLUBHOUSE AREA FOLLOWING ARENA USE:

- Front Lawn/Picnic Area left clean Yes No _____
- Restrooms & Backside of Clubhouse Yes No _____
- Creek Area Yes No _____
- Arena Area Yes No _____
- Trail Course Yes No _____