

# Harvest Works, Inc. Building Rental Form

Name of Leasee: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Phone Number: \_\_\_\_\_

Date of party: \_\_\_\_\_ Time of party: \_\_\_\_\_

Total Amount Due: \$ \_\_\_\_\_

(-) Deposit (10%): \$ \_\_\_\_\_ Date Paid: \_\_\_\_\_

Balance Due: \$ \_\_\_\_\_ Date Due: \_\_\_\_\_

Security Deposit: \$100.00 Date Paid: \_\_\_\_\_

## **Leasee Agreement:**

I, \_\_\_\_\_ agree to maintain the building and/or other common areas on the Harvest Works campus in the way it was presented to me on the day and hours I leased the main building and general grounds. I understand that the barn, greenhouse and anything below the locked gate is not part of my rental.

I understand that once my party coordinator inspects the leased area and finds no cleaning issues, physical damages to leased areas including any and all equipment (kitchen, electronics, and furnishings) my \$100 damage deposit will be returned to me.

**However**, if the coordinator finds damages or cleaning issues I will be made aware of them and my security deposit will be withheld so to cover the cost of cleaning/repair/replacement. If the cost does not exceed \$100 I will be reimbursed the difference. Should the cost exceed the damage deposit I understand I will be charged the additional amount to cover the damages.

**\*\*By signing and dating I acknowledge that I have read, understand and agree to this agreement and hold Harvest Works, Inc. harmless for any and all injury to persons and/or personal properties that may occur while I am under this contract.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Witness: \_\_\_\_\_ Date: \_\_\_\_\_