



Town of Waco



Town of Waco Community Building Policies Agreement

- I hereby acknowledge that I have read the Town of Waco policies for use of the Community Building and agree to adhere to the policies as written.
- I understand and agree that if I or any of my guests do not adhere to any of the policies, the Town of Waco, through its authorities, may require that I, along with any guest, vacate the building immediately with no refund of any part of the rental fee or cleaning deposit.
- I also agree that I and my guests will have the building vacated at or before 10:00 p.m. on the date of the rental. In the event that the building is still occupied by anyone in the rental party at 10:00 p.m., I agree to pay an additional \$50.00 rental fee.
- I also agree that the Community Building interior and grounds will be properly cleaned before we leave the property. I agree to empty the trash cans inside and pick up any trash around the exterior of the building and around the picnic tables area. I understand that failure to do so will result in the forfeiture of my cleaning deposit.
- I also agree that I and my guest will not publically display any alcoholic beverages on the Community Building grounds and will be respectful and mindful of the family oriented neighborhood standards in regards to our language and our demeanor when in the public eye.
- I also agree to return the building key no later than three (3) days after our event. If I fail to do so, any expenses billed to the Town for changing the locks will be my responsibility.

Renter(s) Name: _____ Date: _____

Event: _____ Rental fee: _____

Key #: _____ Key returned: Yes / No Date: _____ Initials: _____

Payment method: Cash / Check # _____

Renter(s) Signature: _____ Copy provided: _____

(The Town of Waco is not responsible for accidents while on Town Property)