

Drummond Island Township
29935 E. Pine Street,
Drummond Island, Michigan 49726
(906)493-5321

LEASE OF DRUMMOND ISLAND TOWNSHIP GOLF COURSE CLUB HOUSE AND GROUNDS

LEASE AGREEMENT, made this ____ day of _____, 20____ by and between the Township of Drummond Island, a municipal corporation and _____, hereafter designated "Lessee."

WITNESSETH:

In consideration of the covenants and conditions here after contained, IT IS HEREBY AGREED by and between the parties hereto as follows and that I, the Lessee, and resident of Drummond Island Township fully understand the designated contract.

1. The township here by lets and leases unto the Lessee, the following described premises owned by the Township, for the following Period or Periods, which includes preparation and clean up after the Event:

- a. The rental period is _____ day/s of _____ 20____ (a.m./p.m.) to _____ (a.m./p.m.)
- b. Lessee will receive a key on the morning first rental date.
- c. Key must be returned after rental to the golf course pro shop.
- d. Golf tournaments will require a fee set forth by the township, a security deposit is required. A rental agreement must be filled out.
- e. Non-profit Organizational use (501c), NO rental fee is required, a Security deposit is required. A rental agreement must be filled out.
- f. Funeral Luncheons for Drummond Island residents. No rental fee, a security deposit is required. A rental agreement must be filled out.
- g. Lessee shall accept full responsibility and liability for the action and behavior of all persons using said premises during the term hereof, including employees and guests. Lessee shall relieve Lessor, Township, and its Agents, of any and all liability for accidents, damages or claims arising out of Lessee's use of said premises and facilities, whether occurring in, on or off the said premises. Lessee is responsible for said property during occupancy, any damages exceeding security deposit will be charged to lessee. It is Further understood and agreed that premises shall not be used with Lessee's knowledge or consent by any person during said term for purposes or activities which violate any law, local, State or Federal. Lessee agrees and understands that any Township Board Member or Township Representative may, at any time enter the premise during the period of this rental agreement to be assured the terms of this Agreement are being carried out.

2. Said premises to be used for _____ and no other purposes, without the written consent of the township.

3. Rental fees: Paid by check or cash to Drummond Island Township.
one (1) day rental requires a rental fee deposit of \$100.00 (non-refundable).

A security deposit of \$200.00.

three (3) day rental requires a rental fee deposit of \$300.00 (non-refundable).
A security deposit of \$500.00

Rental fee deposit is needed to secure rental, security deposit is due when key is picked up by Lessee.

The Security deposit shall be refunded following inspection of building and grounds, if completely cleaned and undamaged. Cleaning list is posted in the kitchen, checked and signed.

4. No refund will be issued on a cancellation request without 30 days advance notification cancellation unless the Township treasurer amends/approves of an exception.
5. Lessee shall at no time under this agreement charge a cover charge or admittance fee to this property without prior written consent of the township.
6. All persons must be off the premises by 8:00 p.m. Unless otherwise arrangements are made.
7. If liquor is served during Lessee's use of the premises, it is the responsibility of the Lessee to provide proper license and liability insurance as set forth by the township. NO minor shall be served or allowed to consume alcoholic beverages on township property. The use of drugs is prohibited. Not smoking is appreciated.
8. Should any of the foregoing dates of occupancy by the Lessee conflict with any necessary public Township business requiring the use of said premises, Lessee agrees to a cancellation of said lease for dates reserved.

Lessee Signature _____ Date: _____

Lessee Address: _____ Phone: _____

Township Signature: _____ Date: _____
Make Check payable to: Drummond Island Township

Drummond Island Township office use only

Date contract received: _____

Date Received Key: _____ 20____

Rental fee Deposit Amount: _____

Security Deposit Amount: _____ Check # or Cash: _____
Check # or Cash: _____

Drummond Island Township Golf Course Checklist

Kitchen:

- ___ * All food removed from building
- ___ * All equipment cleaned inside and out
- ___ * Counters wiped down, sinks clean, sink drain emptied
- ___ * All ovens, burners, hood fans **TURNED OFF!!!!**
- ___ * All items clean and stored in designated areas
- ___ * Dish towels are to be supplied by the lessee
- ___ * Lessee is responsible for plates, silverware, napkins, papertowels, garbage bags, dish soap
- ___ * Do not use Township ice

Dining Area:

- ___ * Tables and chairs cleaned
- ___ * Any items removed from building must be approved
- ___ * Use scotch tape only for decorations, remove carefully
- ___ * Do not place hot pans or dishes on tables without protection
- ___ * All windows closed and locked
- ___ * Ceiling fans turned off by hand

Picnic Area:

- ___ * Grills cleaned & wiped down
- ___ * Tables cleaned
- ___ * Lessee is responsible for propane for grills

All Areas: dining area, hallway, bathrooms, parking lots, grounds

- ___ * Floors and carpet must be swept, mopped, vacuumed
- ___ * Garbage must be taken off premises. All cans replaced with new bag.
- ___ * Bathroom cleaned
- ___ * Parking lot and picnic area picked up by 9am each morning
- ___ * All lights turned off

Please Initial all areas upon acknowledgement or completion

_____ Printed name of lessee or representative