



200 W. 3<sup>rd</sup> Alton, IL 62002  
(618)465-9850, ext. 212  
FAX (618)465-9851  
www.riverbender.com/communitycenter

## Party Rental Application

Renter Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

Address: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

*Minimum of 2 hour rental is required. Payment and deposit are due in full at the time of booking.  
Rental requires credit card payment; please complete the information below.*

Credit Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ CSC: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Party Date: \_\_\_\_\_ Party Time: \_\_\_\_\_ Estimated Attendance: \_\_\_\_\_

Age of Attendees: \_\_\_\_\_  
(if adults simply state adult)

Number of Chaperones: \_\_\_\_\_  
(at least one per 10 teens)

Catered?  Yes  No Caterer: \_\_\_\_\_ Phone \_\_\_\_\_

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### OFFICE USE ONLY:

Rental Received: \_\_\_\_\_

Deposit Received: \_\_\_\_\_ Check Number: \_\_\_\_\_

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## **RIVERBENDER.COM COMMUNITY CENTER DISCLAIMERS**

### **IMPORTANT: PLEASE READ THIS STATEMENT BEFORE SIGNING**

The renter, as defined below, agrees that if this application for use of the Center's facility is granted, the following conditions are and will be part of the contract between the Center and the renter for said use, and the renter agrees that it is bound by and will comply with each of the following conditions:

1. The term "renter" means that the person or persons who sign this application, each group, organization, or other entity on whose behalf this application is made or who will use the Center's facility if this application is granted, and the officers of said entities. Each and all such persons and entities are deemed to have jointly and severally made and entered into all covenants, promises, and agreements herein contained and are jointly and severally liable, obligated, and bound hereby.
2. The Rules and Regulations and Code of Conduct of the Center, are an integral part of this agreement to permit and use of the Center's facility and will be honored and enforced by the renter and its representatives. They will also comply with all applicable County, State, and Federal laws, ordinances, and regulations. They will use and comply the premises of the Center in a safe and careful manner so as not to injure persons or property in, on, or near the premises. They will not do any act or suffer any act to be done which will in any way deface, alter, or injure any part of the premises.
3. If said premises, or any portion, equipment or furnishing or the Center are damaged or lost by and act, default, or negligence of the participants or any person admitted to the premises by the renter or its representatives, the renter shall pay to the Center, upon demand, such sum as is necessary to restore the Center to its condition prior to such use of the Center facility. The renter assumes full responsibility for the character, acts, and conduct of all persons admitted to said premises, or to any portion of the Center, by or with the consent of the renter or any person acting for or on behalf of the renter.
4. The Center reserves the right to control and manage the entire premises of the Center and to enforce all necessary and proper rules for the management and operation of the same. Staff of the Center also reserves the right, but not the duty, to eject any objectionable persons from the premises, and the renter waives any and all claims of damages against the Center, its Board, in their official and in their individual capacities, resulting from the exercise of this authority.
5. The renter will indemnify, save, and hold harmless the Center and all officers, agents, and employees of said Center and its Board, in their official and in their individual capacities, from any loss, cost, or expense arising out of any liability or claims of liability for loss, injury, or damage to persons or property sustained or claimed to have been sustained or claimed to have been sustained by anyone whomsoever, by reason of the operation, use or occupation of the Center's facility by the renter, whether such use is authorized or not, or by any act, default, or negligence of the renter or its representatives, members, employees, patrons, guests, or any persons admitted to the premises by the renter or its representatives.
6. The Center, and the officers, agents, and employees of said Center, and its Board, in their official and in their individual capacities, are not responsible for property placed in the Center by the renter and are hereby expressly released and discharged from any and all liability for any loss, injury, or damages to persons or property that may be sustained by reason of the use or occupancy of the Center by the renter.
7. Departure time from the facility is specified in the contract. All persons must depart the premises in accordance with the departure time, as stated in the contract.
8. Damages to the facility and/or equipment will be deducted from the security deposit.
9. The renter is responsible for the cleaning of the facility such as trash placed in cans and put outside in dumpsters, spills wiped up and trash picked up or vacuumed from floors.

**I have read the terms of the contract and will adhere to the policies of the Riverbender.com Community Center.**

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**Signature of Renter**

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**Date**

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