

Richard B Harrison Gym



**605 W Noble Street
Selma, North Carolina 27576**

Phone #: 919-975-1411



Harrison Gym Lease Agreement

The lease is entered in between the Town of Selma, Lessor, and _____, Lessee.

Date of Event _____ Time From _____ To _____

- 1) The Gym will not be used for any unlawful or offensive purposes, and all users shall abide by all local, state, and federal laws.
- 2) The Lessee shall not sublet or assign use of the premises.
- 3) Any privately owned equipment must be removed by the user at the conclusion of the lease period and shall not be left or stored on the premises.
- 4) No amplified sound is allowed outside the gym.
- 5) Children must be supervised at all times.
- 6) Parks and Recreation Department Staff must approve any adhesive prior to the event.
- 7) Smoking is not allowed on the property.
- 8) The Lessee is not authorized to have packages delivered to the Gym.
- 9) The Lessee may not advertise events to the public until all signed agreements and necessary documents are on file with the Department of Parks and Recreation.
- 10) Town Policy prohibits discrimination based on race, sex, color, creed, sexual orientation, national origin, age, genetic information, or any disability.
- 11) No firearms will be allowed on the property even with concealed carry permit.
- 12) The Town of Selma assumes no responsibility for personal property placed on the gym property before, during or after the event. Lessee shall hold harmless the Town of Selma and any agents, officers, or employees for any such loss.
- 13) In the event the gym property and/or facility is damaged by fire or any other casualty or unforeseen occurrence, rendering the fulfillment of the agreement for use of the gym as impossible, the lease will be terminated, and the Lessee will waive any claim against the Town for damages by reason of such termination. The Town will return the security deposit and refund any other fees collected for the rental.
- 14) Damages to the property during the rental time caused by the Lessee, vendors, attendees, or other persons related to the event will be the responsibility of the Lessee. Damages not exceeding the damage deposit will be deducted from the damage deposit and listed on a damage report. Damages exceeding the damage deposit will be invoiced to the Lessee and if necessary, turned over to the Town Attorney for collection and legal action.
- 15) The Lessee has examined the premises prior to the execution of this Agreement and is satisfied with the premises.

_____ Lessee initials

16) The Lessee assumes full responsibility for the character, actions and conduct of a persons admitted to the premises. _____ Lessee Initials

17) The Lessee assumes all risk in connection with the activity to be conducted and shall be solely responsible for all accidents and injuries. _____ Lessee Initials

18) The Lessor does not relinquish the right to control, the management thereof, and to enforce all rules and regulations regarding the premises. The Lessor, through any of its agents including but not limited to the Parks and Recreation Department staff, Police Officers, Fire Fighters, and other representatives shall have the right at any time to enter any portion of the premises for any purpose whatsoever.

19) The Lessee shall release, indemnify, and hold harmless The Gym, The Town of Selma, and any employees, agents, or officers from any responsibility for all damages or injury of any kind or nature (including death) to all persons whether agents or employees of Lessee or attendees of the event in question. _____ Lessee Initials

20) If any action is filed to enforce this Lease, the Town shall be entitled to reimbursement of all court costs and attorney fees.

21) Lessee agrees to abide by the Terms and Conditions set forth in this agreement and the gym, which are incorporated herein by reference and made part of this Agreement.

Cancellation Policy

1. There is no penalty for cancellations that occur 90+ days prior to the event.
2. There is a 50% cancellation fee of the deposit 15-89 business days prior to the event.
3. The deposit is not refundable if the event is cancelled 14 days or fewer prior to the event.

_____ Lessee Initials

Date: _____

Lessor: Town of Selma

Lessee Signature

(PRINT NAME)

Mailing Address: _____

Phone: _____
Alt. Phone: _____



The Grounds:

Location: The building is conveniently located at 605 W Noble Street, Selma. Handicap parking is available on the grounds, with plenty of parking in the front lot and back gravel lot.

Securing the Facility:

Renting the Harrison Gym

Payment: \$300 security deposit, \$100 per hour.

If needed for an all-day event, contact Mikaela Parker 919-965-9841 Ext. 1023

The Application Process:

Completed applications should be mailed to:

Town of Selma - Parks & Recreation

Attn: Natalie Salter

**114 N. Raiford St,
Selma, NC 27576**

Or presented in person at 112 E Anderson St., Selma.

Harrison Gym Rental Application

Date of Application: _____

Date of Event: _____

Name of Event: _____

Description of Function: _____

Contact Person: _____

DOB (for registration purposes only) ____ / ____ / ____

Address (Street and PO Box)

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **Alternate Phone:** _____

Email: _____

Access Time: _____ -- **(Time we will unlock facility)** _____

Clear Time: _____ **(Time we will lock facility)** _____

I have read the Selma Gym Lease Agreement which also appears in this brochure, binding the contract between my organization and the Town of Selma. I understand that the Lease must also be completed IF this application is approved.

Signature: _____

Organization: _____

The Office of Parks and Recreation at 112 East Anderson St. Selma, NC 27576.

Once the application is reviewed, the applicant will be contacted for additional information.

Upon acceptance of the application, the applicant will be instructed to secure the event date and time by paying a booking deposit of \$100.00, which will be subtracted from the overall rental fee and signing the lease agreement.

All checks should be made payable to the Town of Selma- Harrison Gym.

Within 15 business days of the event, the remaining amount for the rental plus an additional damage deposit of \$300.00 must be paid. If there is no damage at the end of the event, the damage deposit will be returned by check.

Payments made within 15 business days from the rental must be made in cash, cashier check, or credit card.



OPTIONAL INFORMATION (to be attached to the rental application)

You are not required to provide this information but are encouraged to do so.

The following information is requested by the Federal Government to monitor compliance with Federal laws prohibiting discrimination against applicants seeking to participate in this program. This information will not be used in evaluating your application or to discriminate against you. If you should choose not to furnish it, we are required to note the ethnicity, race, and gender of the individual applicants based on visual observation or surname.

Ethnicity: Hispanic or Latino Not Hispanic or Latino

Race:

- American Indian/Alaskan Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White
- Other

Gender: Female Male