

CLARK FORK/HOPE AREA SENIOR
SERVICES, INC.

P.O. Box 171
Clark Fork, Idaho 83811 Phone
208-266-1653

RENTER CHECK LIST:

1. All tables are to be washed.
2. Tables and chairs are to be returned to their original placement. Please be aware that dragging objects across the floor will damage the flooring
3. All lights are to be turned off. Windows and doors are to be closed and locked before leaving.
4. Floors should be dust mopped only. Spot clean any area where spills have occurred. Do not use excessive water!
5. Please empty trash in the bathrooms.
6. **All garbage generated by use from the event must be removed from the premises and not left outside.**
7. The Center will be checked. and your deposit will be returned if all is in order.

Thank you!

We hope you enjoyed using The Center.

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P.O. Box 171

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Phone 208-266-1653

Rental and Use Agreement of The Center located at 1001 Cedar Street, Clark Fork, Idaho

Hall may be rented or used by individuals, families, and non-profit organizations.

1. The maximum number of people allowed in the building at one time is 265 under Idaho State Building Code.
2. No alcoholic beverages are allowed on the premises.
3. No smoking is permitted in the building.
4. The exits must not be blocked at any time.
5. **Kitchen is not to be used at this time.**

ORGANIZATION _____

PERSON IN CHARGE _____

MAILING ADDRESS _____

HOME PHONE _____

BUSINESS PHONE _____

DATE(S) REQUESTED _____

TYPE OF USE _____

TIME PERIOD/NUMBER OF HOURS _____

Renter's Signature _____

Authorized By _____

Date _____

CENTER FEES:

- | | |
|--------------------------|----------|
| 1. All Day:----- | \$350.00 |
| 2. ½ Day:----- | \$150.00 |
| 3. cleaning deposit----- | \$150.00 |

- 1) \$100 refundable if everything is left clean and undamaged. \$50 retained by Center for clean and sanitizing
- 2) Renting party is responsible for any damage done to property, equipment or fixtures by persons attending their function.