

CHEROKEE COUNTY CIVIC CULTURAL CENTER
The Thompson House
RENTAL AGREEMENT

The charge for renting The Thompson House is \$75.00 for a maximum of four hours. Additional hours of usage are \$20.00 per hour. A Thompson House representative is required to be present during the entire event. If access is needed prior to the day of the event the fee is \$50.00 for up to four hours of usage for the day prior. A cleaning/damage deposit of \$150.00 is required. This cleaning/damage deposit is refundable if the house and premises are returned to the pre-event cleanliness and there is no damage to the site. If other arrangements for cleaning are requested, these arrangements may be discussed with The Thompson House representative at the time this agreement is signed. Cancelation notification must be given two weeks prior to the event in order to receive a refund on the deposit.

Initials: _____

The Thompson House will be reserved for an event when all fees have been paid.

HOUSE RULES:

Renters may provide their own dishes, flatware and linens or the House dishes and flatware maybe used for a fee of \$25.00. Smoking or the use of tobacco products is not allowed anywhere on the property. Nails, staples, tape or glue may NOT be applied to the interior or exterior of the House or furniture. No candles may be used except by arrangement with the House representative. Renters may serve wine with food or champagne for toasting. If additional alcoholic beverages are to be served there is a fee of \$100.00. (Note: This fee is also payable at the time the rental agreement is signed). The furniture may not be rearranged unless approved by the House representative.

A dumpster is located across Choctaw Street in the Reasor's Corporate Office parking lot. Parking lots are available south and west of the House and in the evenings and on weekends it is permissible to park in the Reasor's parking lot.

I have read the above rules and agree to abide by them. I understand that violation of the rules (by me or my guests) may be cause for immediate ejection from the House and its premises.

Name: _____

Address: _____

City and State: _____ Phone: _____

Fees Received: Amount _____ Date: _____ Check No.: _____

Event Date: _____ Beginning Time: _____ End Time: _____
(Includes set up & Cleanup)

Date: _____

Renter

The Thompson House Representative

