

**OLATHE CLUB OF THE DEAF, INC.**  
P.O. Box 302, 221 S. Chestnut, Olathe KS 66051-0302

**Hall Rental Contract**

**Date Requested:** \_\_\_\_\_

**Name/Organization:** \_\_\_\_\_

**E-mail Address or Phone number:** \_\_\_\_\_

The above responsible person and/or organization has agreed to rent the East/West hall of the Olathe Club of the Deaf on the day of \_\_\_\_\_ on the month of \_\_\_\_\_, 20\_\_.

**SECURITY DEPOSIT REQUIRED**

A separate check of \$100.00, which is a refundable security deposit and a rental payment check is required to reserve the Hall. The security deposit will be used to pay for damages or missing furniture/equipment as result of using the Hall, or the failure to ensure that the Hall is reasonably clean before leaving the premises. The above renter will be contacted within reasonable time if there is any damage found after the use. The renter will be responsible for damages exceeding \$100.00. After a satisfactory inspection of the Hall, the security deposit check may be returned.

**KITCHEN USE**

The above renter may request for access to the Kitchen, including the usage of refrigerator, stove, microwave, dishes, silverware, and/or any appliances. All renter(s) provide own food and supplies, such as linen, paper plates, cups, plastic ware, and napkins. There shall be no food left behind.

**CANCELLATION**

If the renter decides to cancel this rental agreement, he/she must notify the Social Event Coordinator at least 72 hours in advance prior to the scheduled date. The rental payment is nonrefundable, if cancellation is made within 72 hours of the scheduled use. Only the security deposit is refundable.

**LIABILITY**

The renter is responsible for any incidents and injuries inflicted upon any individuals during the use of the Hall. The Olathe Club of the Deaf is only responsible for building safety and accessibility of the Hall. Renter is responsible for any incidents with police.

**QUIET ZONE**

According to City of Olathe's Municipal Codes - quiet hours from 10:00 PM to 10:00 AM.

**Please check below:**

- \_\_\_\_\_ **\$100.00 Security Deposit (required on a separated check)**
- \_\_\_\_\_ **\$150.00 East/West Room and Kitchen**
  - \_\_\_\_\_ **8 A.M. to 5 P.M. (Sunday through Friday)**
  - \_\_\_\_\_ **3 P.M. to 10 P.M. (Sunday through Friday)**
  - \_\_\_\_\_ **8 A.M. to 5 P.M. (Saturday)**
- \_\_\_\_\_ **\$250.00 East/West Room and Kitchen: 1 P.M to 10 P.M. (Saturday evening only)**

**Security Deposit \$100.00**

**Check # \_\_\_\_\_ Date: \_\_\_\_\_**

\_\_\_\_\_  
**Renter**

\_\_\_\_\_  
**Date**

**Rental Fee \$ .00**

**Date Received: \_\_\_\_\_**

\_\_\_\_\_  
**Social Event Coordinator**

\_\_\_\_\_  
**Date**

**Check # \_\_\_\_\_ Cash \_\_\_\_\_**

**\*Renter must pay deposit and rental fee when sign the contract with Social Event Director\***