

**KANAWHA CITY HALL  
COMMUNITY ROOM RENTAL AGREEMENT**

The City of Kanawha hereby grants permission to:

Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_

To use the Community Room at Kanawha City Hall on \_\_\_\_\_.

Date \_\_\_\_\_

Time \_\_\_\_\_

For the purpose of: \_\_\_\_\_.

- 1.) A deposit of \$50 is required. The deposit shall be returned only at the time the key is returned and the room has been found in acceptable order.
- 2.) Rent for the room is \$100 to be paid at the same time as the deposit.
- 3.) The Renter agrees to pay for any damaged or broken items.
- 4.) The Renter agrees to maintain proper supervision of children.
- 5.) The room shall be returned to the order it was found.
  - Floors clean
  - Bathrooms clean
  - Garbage removed
  - Chairs and tables as found
  - Kitchen clean
  - No food left in refrigerator

\_\_\_\_\_  
Signature of Renter

\_\_\_\_\_  
Signature of City Representative