

PEACOCK CENTER FACILITY RENTAL AGREEMENT

PAVO CITY HALL • 1010 W. Harris Street • Pavo, GA 31778 • (229) 859-2110

TO SECURE AUDITORIUM OR LUNCHROOM THESE RULES MUST BE READ AND SIGNED OFF BELOW.

- 1. RENTER MUST FILL OUT RENTAL AGREEMENT IN THE CITY OF PAVO OFFICE DURING BUSINESS HOURS AND LEAVE DEPOSIT. IF DEPOSIT IS NOT LEFT, THE FACILITY WILL NOT BE HELD AS A RENTAL FOR YOUR PROSPECTIVE DATE.**
- 2. YOU MUST PROVIDE YOUR PHONE NUMBER SO YOU CAN BE REACHED FOR KEY PICK UP. CITY REPRESENTATIVE WILL CONTACT YOU ON THE DAY OF OR DAY BEFORE YOUR EVENT DATE AND MEET YOU WITH A KEY OR LET YOU IN THE BUILDING.**
- 3. THE AREA THAT IS RENTED MUST BE LEFT IN THE SAME CLEAN AND TIDY CONDITION THAT IT WAS FOUND. IF THE AREA IS LEFT DIRTY YOUR DEPOSIT WILL BE FORFEITED. IF THERE ARE ANY DAMAGES TO THE PROPERTY THERE MAY BE ADDITIONAL CHARGES INCURRED.**
- 4. THERE IS ABSOLUTELY NO SMOKING IN BUILDINGS, CORRIDORS AND UNDER AWNINGS AT THE PEACOCK CENTER. THERE IS A DESIGNATED AREA FOR SMOKING. PLEASE USE ONLY THIS AREA FOR SMOKING AND PICK UP CIGARETTE BUTTS OR PUT THEM IN THE PROVIDED CONTAINER.**
- 5. WE APPRECIATE YOU CHOOSING THE PAVO PEACOCK CENTER TO HOLD YOUR SPECIAL EVENT. PLEASE TAKE PRIDE IN OUR LITTLE TOWN BY PICKING UP AFTER YOURSELVES AND KEEPING OUR FACILITY CLEAN AND TIDY.**

BY SIGNING BELOW, I AGREE THAT I HAVE READ AND WILL ADHERE TO ALL THE RULES, TERMS AND CONDITIONS STATED ABOVE.

RENTER'S SIGNATURE