

**Usage Agreement for the Camden Community Building  
Individuals and Businesses**

Business Name \_\_\_\_\_

Contact Person \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_ - \_\_\_\_ - \_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Alternate Contact Person (if applicable) \_\_\_\_\_ Phone \_\_\_\_ / \_\_\_\_ / \_\_\_\_

I, \_\_\_\_\_, hereby request use of the Camden Community Building on the following dates: \_\_\_\_\_. The cost for rental of this building will be \$\_\_\_\_\_ plus a damage/cleaning deposit of \$100.00. (See rates listed below). The total amount due (including the damage/deposit) is \$\_\_\_\_\_. I understand that I will be required to provide a "Certificate of Insurance" prior to picking up the key to the Community Building.

**Individuals or Businesses (Rental rate 1-day)**

\$100.00 Building only

\$125.00 Building + Kitchen

\$100.00 Deposit

- I also understand that the damage/cleaning deposit and the rental amount must be secured at the time I sign the usage agreement. The deposit will be returned to me in full after I have returned the key if when inspected, it has been determined that there was no damage done and the facility was cleaned up. I further understand the damage/cleaning deposit will be retained by the Town of Camden if any damage occurs while the facility is in use in my name (excluding damage that occurs due to failure of any mechanical system--plumbing, heating, lighting--or damage due to wind, flood, lightning, or other "Acts of God," or any damage determined to be reasonably out of my control). **Any damage done that is in excess of the deposit will be charged to me. Further, if the facility is not cleaned up properly, the cost of having it cleaned will be deducted from the deposit.**
- I further understand that if I fail to return the key to the authorized agent named below, I will forfeit my damage/cleaning deposit to the Town of Camden.
- I further understand that if any of the attached rules are violated and such violation causes damage to the facility during the time the Community Building is used in my name, I will then forfeit my damage/cleaning deposit.

**I have read and agree to the above rules and regulations for the use of the Camden Community Building.**

\_\_\_\_\_  
(User)

\_\_\_\_\_  
(Authorized Agent)

Amount received today \$ \_\_\_\_\_