

BOLAN SCHOOLHOUSE AND CULTURAL CENTER RENTAL AGREEMENT

4206 Tulip Lane, Kensett, IA 50448

Contact person: Lori Willert, BSCC chairperson
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CLEANING DEPOSIT

\$50 paid with a separate check.
Check will be returned if all policy guidelines have been followed.
Additional fees may be charged to the renter if items are missing, broken or damaged.

LOWER-LEVEL RENTAL FEE

\$50 per day
\$25 per additional day(s) for set up or clean-up
\$10 per day for 501(c)3 non-profit groups

UPPER-LEVEL RENTAL FEE

requires board member approval of purpose & use
additional \$50 per day

The person (who must be at least age 21) responsible for this rental agreement must meet with a BSCC board member at the schoolhouse and allow time to go through the rental area, see what is available, and to receive the key at which time the deposit and fee will be due.

This building was originally built in 1923 as the Barton No. 2 two-room school. The school closed in 1956 and was moved to Bolan's main street in 1957 to become Bolan Store which served as a grocery and hardware store. It eventually became a farm implement store. In more recent years, it was a seasonal craft store. An 11-member board for the nonprofit, 501(c)3 organization was established in 2007. Much fundraising, grant writing, and work has been put into restoring and rehabilitating this structure as a multi-use facility ready for use in 2012 for the people of north Iowa. Please treat the building and surrounding property with care and respect, and follow all rules listed.



------(cut and submit lower portion)-----

RENTER'S INFORMATION

Name:
Address:
City, State, Zip:
Phone number:
Email:

RESERVATION INFORMATION

Date(s) and Time(s):
Estimated number of people:
Purpose of reservation:
Deposit: Rent Fee:
BSCC Member handling reservation:

SIGNATURE:

(person responsible for upholding the rental agreement)

Date:

Thank you for choosing the Bolan Schoolhouse to host your event!

RULES TO FOLLOW WHEN RENTING THE BOLAN SCHOOLHOUSE & CULTURAL CENTER

1. The BSCC Board has the right to refuse the rental of the facility.
2. The person signing the rental agreement is solely responsible for supervising all individuals at the event.
3. Rental agreement is for lower-level access only.
4. Renter shall comply with all local, state, and federal laws and regulations while renting the facility.
5. The Bolan Schoolhouse and Cultural Center is a **NO-SMOKING** facility.
6. The BSCC Board is not responsible for accidents.
7. Stair lifts are for handicap accessibility only.
8. No animals are permitted in the facility.
9. Please do not adjust the heating and cooling systems. They can be set for you.
10. When decorating, staples, nails, duct tape, 2-faced tape or thumb tacks are not allowed. Products that will not do permanent damage (ie: 3M pull tabs, wall puddy, etc.) may be used to decorate.
11. Please use a protector under all candles and extinguish them properly after use.
12. BSCC deposit does not cover damages to the community park area.
13. Areas outside the school and community park are private property. Bolan community park may be used, but **NO TRESPASSING** beyond the park.

CLEAN UP

1. Be sure the building is left in the same clean condition it was found the day of rental.
2. Note: There is no garbage disposal in the sink.
3. Collect all garbage and place in garbage bag(s).
4. If kitchen appliances (stove, microwave, refrigerator) are used, be sure they are cleaned after using.
5. Make sure all lights are off, door is locked and key returned after the event.

BOLAN COMMUNITY PARK

1. The community of Bolan, Iowa, welcomes families to the park area! 😊
2. Please, have adult supervision.
3. No throwing rocks.
4. Do not stand on or jump off of the top of the train.
5. Any damages incurred would be the responsibility of the renter.
6. Areas outside the school are private property – **NO TRESPASSING** – other than community park.