

**South Carroll Swim Club
South Carroll Club Lease Agreement**

Contract# _____

South Carroll Swim Club (the Lessor), 1900 W. Liberty Road, Westminster MD 21157, agrees to reserve use of the specified facility for the undersigned (the Lessee) as follows:

Company Name: _____

Name: _____

Address: _____

Occasion: _____ **Date:** _____ **Hours of Event:** _____

Approximate number of guests: _____

Rental Fee: \$ _____ **Security Deposit:** \$ _____ **Cleaning fee:** \$ _____

Alcohol served: No: _____ Yes: _____ **Note: a serving license is required**

Caterer Used: _____ **Serving License #:** _____

1. All deposits are collected at the time the lease agreement and reservation is completed. A deposit of 50% of the rental fee is due at contract signing to reserve the date of the event. The balance due must be paid within thirty (30) days prior to the lease date.
2. There will be a fee of \$100.00 charged for **all** cancellations of booked events. Additionally, the security deposit becomes non-refundable if the lessee cancels fewer than fourteen (14) days before the event.
3. The facility may not be used for any purpose, which in the judgment of the SCSC Board of Directors is contrary to the law or By-Laws of the club or decency or good morals or is otherwise improper or detrimental to the reputation of SCSC. The By-Laws can be reviewed at www.southcarrollclub.com. The Lessee agrees to abide by the conditions for use of the facility and equipment as established by the Lessor from time to time, including rules pertaining to building access, security, parking, signage, rest room use, food, room changes, weather related items, etc..
4. Lessee shall be responsible to pay the Lessor for any damages to or breakage of the Lessor's property arising from Lessee or their contracted vendors use of the premises, negligent or otherwise.
5. Lessee will not permit anything to be done in the premises or bring or keep anything therein, which will violate the insurance policies on the premises, SCSC By-Laws or governmental laws, regulations or ordinances. The Lessee shall indemnify the Leaser for any loss or expense incurred by the violation of this covenant. It is specifically agreed that the Lessee is solely responsible for any necessary licenses and/or permits and for compliance with all applicable laws and regulations, including those regarding service of alcoholic beverages and food if applicable.
6. When alcohol is to be served at the event, the Lessee is required to provide all required certificates of insurance and county permits. Evidence of liquor liability and all required permits must be submitted to the Leaser two weeks prior to the event.
 - a. County permits are required when alcohol will be sold at the event.
 - b. **General liability insurance is required anytime alcohol is served at the event. Insurance coverage should be provided at a minimum \$1,000,000 and may be obtained through the Lessee's homeowner's insurance policy or through an individual special event policy. South Carroll Swim Clubs insurance does not provide coverage for claims against the Lessee.**
 - c. The County requires a permit anytime food is served at an event.
7. The Lessor makes no guarantees as to the availability, adequacy, or performance of any non-commercial kitchen equipment.
8. The Lessee may use the tables and chairs supplied with the facility. The Lessee is responsible for all set-ups and must clean and replace all equipment to its original location before leaving the building. No equipment may be removed from the building.
9. The commercial kitchen equipment including the combination stove/oven, fryers, and dishwasher may not be used unless it is by a licensed caterer and all permits and insurance liability have been obtained and provided to the Lessor.

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10. The Lessor will not supply paper goods, tablecloths or other linens or associated items.
11. The Lessor is not responsible for articles of clothing or other personal property or equipment lost, stolen, forgotten, or damaged during or as a result of the use of the premises.
12. The Lessee shall leave the facility, including the kitchen, in as good condition as they found it. The Lessee shall be responsible for the non-refundable cleaning fee. Should the actual cleaning expense exceed the cleaning fee designated in the contract, the Lessee will be responsible for all overage charges. These charges will be deducted from the security deposit.
13. The Lessor is not responsible for the security, adequacy or condition (in case of inclement weather) of the parking lot.
14. Lessee will indemnify and hold harmless the Leaser (South Carroll Swim Club) from any and all liability, claims and suits, by reason of personal injuries occurring to any persons on or about the premises, and agrees to assume all risks of loss injury or damages of any kind or nature from any cause to any goods, merchandise, chattel or other property now or that may hereafter be on the premises, whether belonging to Lessee or others, arising out of Lessees use of the property.
15. An approved representative of the Leaser may be present during the event and may supervise the general cleaning of the area(s) used. The Leaser, its employees or agents, shall have the right to enter the premises for the purpose of making repairs.
16. Upon receipt of a deposit in the specified amount and the signing of this document, the date will become firm. If deposit and/or signature are not received, the Leaser may lease the premises to other parties.

Lessor:

South Carroll Swim Club Representative: _____

Signature: _____ **Date:** _____

Lessee:

Name: _____

Address: _____

Phone Number: _____ **E-mail:** _____

Signature: _____ **Date:** _____

Payment Schedule:

Deposit: \$ _____ **Check#:** _____ **Due:** at contract signing

Balance: \$ _____ **Check#:** _____ **Due By:** _____

Security Deposit: \$ 500.00 **Check#:** _____ **Due By:** _____

Security Deposit check: **return** or **destroy** (please circle one)

Return signed contract and deposit to:

SCSC
Attn: SCC Lease
PO Box 1183
Eldersburg, MD 21784