

Baxter Visitor Center Fund Raising Room Agreement

This Agreement made and entered on the _____ day, of _____ 20____, by the City of Baxter and the Friends of the Depot Organization.

Note: Only available for rent after the Baxter Visitor Center/ Museum is closed to the public after 2 p.m.

Rental of Room is \$100.00, Payable to the City of Baxter, that includes 3 hours, any additional hours there, is \$25.00 per hour. **Required is a Security Deposit of \$100.00 made out to the Friends of the Depot**, PO Box 384, Baxter, TN 38544. This check is held until area is inspected and approved.

Rental Fee Payments are non- refundable, for any reason.

Facilities rented to:

Name _____

Address _____

Phone no. _____

Name of Event _____

Date of Event _____ Time of Event _____

Will alcohol beverages be served at this event?

Signature on this User Agreement constitutes an agreement to abide by the terms and conditions outlined in the City of Baxter and the Baxter Visitor Center Fund Raising Room Policy. By signing this application, you agree to indemnify, defend and hold harmless the City of Baxter, its employees, and officials from and against any and all suite claims, losses, injuries, penalties, demands, expenses, or judgement arising from or in connection with the request use of the fund-raising room. Should the User violate any of the procedures, rules, or regulations, the User will forfeit the privilege of any future use of said facilities without any refund. The person executing this User Agreement represents that he/she has the authority to execute this agreement on behalf of the User and is responsible for the payment, set forth and the overall supervision of the event.

Signature _____ Date _____

Administrative Secretary/Officer _____