

# BRUCE TOWNSHIP

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## LEASE OF BRUCE TOWNSHIP PROPERTY



**Effective 10/15/2022**

**LEASE AGREEMENT**, made this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by and between the Township of Bruce, a municipal corporation, hereafter designated "BTWP." And \_\_\_\_\_, Hereafter designated "Tenant."

WITNESSETH:

In consideration of the covenants and conditions hereafter contained, IT IS HEREBY AGREED by and between the parties hereto as follows and that I, the Tenant, as a **RESIDENT** of Bruce Township:

- (1) The Township hereby lets and leases unto the Tenant, the following described premises owned by the Township, for the following Period or Periods, which includes preparation and cleanup after the event:
  - a. The Assembly room, Kitchen and Restrooms at BTWP. Hall
  - b. On the \_\_\_\_ day/s of \_\_\_\_\_ 20\_\_ from \_\_\_\_ (A.M/P.M) to \_\_\_\_ (A.M/P.M).
- (2) Said premises may be used for \_\_\_\_\_ and no other purposes, without the written consent of the Township.
- (3) The Tenant shall pay in advance, in cash or check, thereof.  
The sum of:
  - a. Activities with alcohol – \$350.00 which includes a nonrefundable \$100.00 fee if event is canceled.
  - b. Activities without alcohol- Weddings – \$200.00 which includes a nonrefundable \$100.00 fee if event is canceled.
  - c. Activities without alcohol – Showers and Anniversary's, etc. 4 hours=\$25.00  
Activities without alcohol – Showers and Anniversary's, etc. –8 hours= \$50.00
  - d. Non-Residents - Activities without alcohol – Showers and Anniversary's, etc. – \$100.00
  - e. Non-Profit Organizational meetings (501c) # \_\_\_\_\_ - No Fee.
  - f. The Homemakers, Township Fire Dept. and the Bruce Township Historical society are also No Fee.
  - g. (Tenants are responsible for cleaning up after the event.)
  - h. Receipt No. \_\_\_\_\_.
  - i. With the exception of item 3a, all other rentals the Township reserves the right to modify the rent to \$350.00, If the Township Determines that alcohol was served or consumed on the premises during the rental Period.
  - j. A deposit (by Check only) is required for use of the remote controls for projector and/or sound system, With the Projector deposit being \$75 and the sound system deposit being \$50. When the projector remote is returned (in working order) the deposit check will be returned. When the sound system is returned (in working order) the deposit check will be returned. If either system is damaged or not returned within 2 days. The deposit will be retained (nonrefundable) and monetary damages to repair/replace the equipment will be the responsibility of the user.  
Projector Remote = \$75  
Sound System remote/microphone = \$50
- (4) If setup is required, the evening before the Activities - 4 hours=\$25.00 Township Resident rates.
- (5) If setup is required, the day before the Activities – 8 hours= \$50.00 Township Resident rates.

- (6) There will be no "For-Profit" Venues.
- (7) No refund/s will be issued on a cancellation request without 60 days advance notification of cancellation unless the Township Clerk amends/approves of an exception.
- (8) If liquor is served during Lessee's use of the premises, Lessee shall furnish appropriate insurance coverage insuring the Township and furnishing Lessor with a copy of the insurance contract. No minor/s shall be served or consume alcoholic beverages on the property. The use of drugs by anyone is prohibited.
- (9) Tenants shall not assign, transfer, or sublet this lease of said premises, or any part thereof, without the written consent of the Township.
- (10) Tenants shall at no time under this agreement charge a cover charge or admittance fee to this property without prior written consent of the township.
- (11) Tenant shall be liable and responsible for any and all damages or injury to said premises or any person or property thereon during the period of occupancy hereunder, and shall reimburse, indemnify, and save the Township fully harmless therefrom.
- (12) Tenant shall not take any kind of trailer or vehicle inside the building.
- (13) Tenant shall return the property to the Township in the same condition received immediately following occupancy, this includes the kitchen and restroom facilities. When cleaning is required, please be finished by end of your rental period, unless instructed otherwise by the Township Clerk.
- (14) All tape or other decorations shall be removed from the tables. All garbage is to be placed in plastic bags provided by BTWP. And tied tightly. Place in dumpster in the parking area behind the kitchen. A small amount of floor soap is provided and may be used when cleaning floors. Do not put anything on the floor (such as corn meal) to make it slippery for dancing, etc. Close all windows, lock all windows, lock all doors, and turn off all the lights when leaving then building. No standing on tables or chairs. Tables must remain in the building. Tables and chairs are NOT for outside use. **ABSOLUTLY NO SMOKING IN THE BUILDING.**
- (15) There are two thermostats for heating, or air conditioning, one is behind the bar, the other is in the stage area. They can be adjusted up or down but please return them to original setting when you leave the building.
- (16) Tenant understands and agrees that no decorations are to be attached to the walls, ceiling, curtains or windows inside the Township Hall and no posters or signs attached to the outside of the building. Decorations may be attached to the wires that are installed close to the ceiling.
- (17) Should any of the foregoing dates of occupancy by the Tenant conflict with any necessary public Township business requiring the use of said premises, Tenant agrees to a cancellation of said lease for said dates by said BTWP.
- (18) Upon signature below, Tenant does fully understand the agreement, and deems himself OR herself responsible for said property during occupancy. Any damage done to the property, or the lawn area will be repaired at Tenant's expense.
- (19) Time is deemed of the essence of the agreement. IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and the date first written above.
- (20) On the business day prior to the Activity, the key to the Township Hall shall be provided to the Tenant. The Tenant is required to return the Township Hall key when the Activity has concluded. A drop box is provided for key returns.

TOWNSHIP OF BRUCE A MUNICIPAL CORPORATION

Tenant Signature \_\_\_\_\_ Date \_\_\_\_\_

Tenant Address \_\_\_\_\_ Phone \_\_\_\_\_

Township Signature \_\_\_\_\_ Date \_\_\_\_\_