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WYANDOTTE MUSEUMS

LOG CABIN RENTAL AGREEMENT

Date requested: _____ Today's date: _____

Name/Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone 1: _____ Phone 2: _____

Email: _____

Purpose of rental: _____

Agreement Information

1. **Rental Fees & Times:** As of March 19, 2018, the rental fees for the log cabin are as follows:

- a. \$150 All-day rental
- b. \$125 All-day rental (*Wyandotte residents only*)
- c. \$125 Non-Profit Group or organization during weekends (*Friday through Sunday*)
- d. \$100 Non-Profit Group or organization during week days (*Monday through Thursday*)

The rental time is an all-day period from 9 am to 10 pm. Rental fee is due in its entirety before event date.

2. **Deposit:** **In addition to the rental fee, a \$50 refundable deposit is required.** This deposit secures the date for your log cabin rental. If you cancel or change the date, the deposit is forfeit. This deposit will be returned to you if no damage occurs to the cabin, no clean-up is required, and if the keys are returned to the Museum within five (5) business days after your rental. The applicant is also liable for all damages exceeding the fifty dollar deposit. This deposit is best left in the form of a separate check which can be returned to you for your disposal if all the agreements in this contract are followed.

3. **Keys:** Keys are picked up at the Museum the day before your rental and returned the day after your rental between the hours of 8 am & 5 pm. If the rental occurs on the weekend, keys may be picked up on the Friday prior to the rental and returned the Monday after the rental between the hours of 8 am & 5 pm.

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www.wyandotte.net



4. **Clean-Up:** Clean-up of the cabin is required. Please reference appendix A on page four (4) for specific clean-up instructions to receive your entire deposit. Supplies are located in the corner closet of the cabin. Supplies are accounted for at the end of each rental and the applicant will be liable for any missing supply items not within reasonable, anticipated use. There is a garbage can outside of the cabin to deposit trash.
5. **Tables & Chairs:** There are approximately 6 tables and 20 chairs in the building which are for your use. These tables and chairs are not to be removed from the grounds at Bishop Park. They will be accounted for at the end of each rental.
6. **Fireplace:** The fireplace may be used if prior arrangements are made with the Museum Staff. An additional twenty-five dollar (\$25) fee to utilize the fireplace is required. The Museum will provide a set of fireplace tools, but the applicant needs to provide firewood.
7. **Alcohol & Tobacco:** No alcoholic beverages and/or smoking is allowed inside the cabin. Violations are a five hundred dollar (\$500) fine, no exceptions.
8. **Overnights:** As of January 1998, overnights are only allowed by adult supervised boy or girl scout groups. However, all persons must remain inside the cabin from 10 pm to 6 am (the hours in which the park is closed). Also, you will be responsible for notifying the Wyandotte Police Department that you will be sleeping inside the cabin on your rented date. Overnight groups must vacate the cabin by 7 am the next morning – someone else may have rented the cabin the next day.
9. **Cancellation:** Cancellation of rental date will result in your deposit being forfeited.
10. **Furnace:** The cabin has a furnace located inside. The control is on the outside bathroom wall. You may turn the furnace up during your rental. After you are finished, you are required to return the control to 60 degrees. Deposit can be forfeited if this does not occur.
11. **Hold-Harmless Agreement:** The Hold-Harmless Agreement below must be filled out in order to rent the facility.

I have read, understand, and agree to abide by the above policies regarding the Log Cabin Rental Agreement.

Signature: _____ Date: _____

Name (print): _____

Museum Official: _____ Date: _____

Hold Harmless Agreement

In consideration of the Wyandotte Museum and the City of Wyandotte permitting use of the City's Old Timer's Log Cabin (2815 Van Alstyne), the undersigned hereby assumes all risk and liability to the providing of services by the Wyandotte Museum and the City of Wyandotte and agrees to hold harmless and indemnify the Wyandotte Museum and the City of Wyandotte from all liability or responsibility whatever for injury (*including death*) to persons and for any damage to any Wyandotte Museum and City of Wyandotte property or to the property of others arising out of or resulting from its ceremony. The undersigned agrees to hold the Wyandotte Museum and the City of Wyandotte harmless arising out of or resulting from its ceremony including the use of the premises.

The undersigned further hereby remises, releases, and forever discharges said Wyandotte Museum and City of Wyandotte, its officers, agents, and employees from any and all claims, demands, actions, causes of action, damages, and liabilities or arising out of, either directly or indirectly from this event. The undersigned has full legal authority to sign this agreement on behalf of the above organization and understand the Wyandotte Museum and the City of Wyandotte is relying upon said representation.

Agreed to this _____ day of _____, 20_____

Name (*print*) & Title: _____

Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Signature: _____

For office use only

Deposit (*refundable, pending agreement*): \$50 Cash Check/MO#: _____ Date: _____ Initial: _____

Rental fee: _____ Fireplace set: Yes (*additional \$25*) No

Total rental cost: _____ Cash Check/MO#: _____ Date: _____ Initial: _____

Keys returned – Date: _____ Initial: _____ Deposit returned – Date: _____ Initial: _____

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 Equal Housing Opportunity/Equal Opportunity Employer 

Appendix A – Log Cabin Cleaning Check List

Rental date: _____ Date of inspection: _____

Museum Staff: _____

- Is all trash removed from the building?
Comments: _____
- All applicant's property and decorations removed?
Comments: _____
- Cabin floor swept?
Comments: _____
- Tables, counters, and microwave wiped?
Comments: _____
- Cleaning supplies returned to designated locations?
Comments: _____
- Windows closed and locked?
Comments: _____
- Doors closed and locked?
Comments: _____
- Air conditioner turned off?
Comments: _____
- Fireplace cleaned out?
Comments: _____
- Furnace set to 60 degrees?
Comments: _____

I acknowledge that I did not complete the above prior to the completion of my rental and therefore, as stated in the agreement, my deposit is now forfeit.

Signature: _____ Date: _____

Name (Print): _____

Museum Official: _____ Date: _____

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