



Town of Smithfield

Smithfieldmaine.us
facebook.com/smithfieldmaine

BUILDING USE AGREEMENT

Individual/Group/Organization Name: _____

Number of persons expected: _____

Event: _____

Event Date: _____

Event Time: _____

Name of Responsible Party: _____

(*This person MUST be ON-SITE during use)

Home Phone #: _____ Work Phone #: _____

Cell Phone #: _____ Email Address: _____

Room Requested: Meeting Room _____ Fire Station: _____

Training Room _____

Equipment/Furniture Requested:

Table: (how many) _____

Chairs: (how many) _____

This agreement between the Town of Smithfield and the "Responsible Party" for the use of the facility at 926 Village Road, Smithfield, Maine . We the "Responsible Party" do hereby agree to the following regulation set forth by the Board of Selectmen. These regulations are to be followed to assure the refund of the responsible party's deposit, if charge and if regulations are not followed, the above responsible party may be banned from use of the Town's facilities.

1. No Smoking in any part the building.
2. No Alcohol on any part of the property.

3. Entry to the office areas is prohibited.
4. The responsible party must clean area used which would include trash and sweeping.
5. Please tell your invited guests NO PETS are allowed in the building during rentals.
6. Due to current circumstances with the COVID-19 virus you agree to use the states recommendations for social distancing, use of masks, and washing of hands.
7. The Town is not liable for any type of circumstance that may develop during your use of the facilities.

I waive, release, and discharge from all liability, including but not limited to liability arising from the negligence or fault of the entities or persons released, for my death, disability, personal injury, property damage, property theft, or actions of any kind which may hereafter occur to me.

The following is not to be construed as a lease agreement. The Town of Smithfield Board of Selectmen reserve the right to cancel the organization/ responsible party use of the facility at any time without prior notice. I have read this agreement and agree to its terms.

Date: _____

Richard Moore, 1st Selectmen

Laurie Landry, 2nd Selectmen

Jusin Furbush, 3rd Selectmen

Responsible Pary Signature

(Office Use Only)

Damage Deposit of \$100.00 MUST be paid at the time of signing. Check #: _____

(At Selectmen's Discretion)

Deposit Returned to Responsible Party: _____

Date: _____

Signature: _____