

CITY OF CORUNNA
JAYCEE PAVILION RENTAL CONTRACT

Lessee Name: _____ Date of Event: _____

Organization Name: _____ Type of Event: _____

Lessee Address: _____ Time: 6am - 11:30am 11:30 am - 4:30pm

City/St./Zip: _____ 4:30pm – 10pm All Day Rental

Phone/Cell: _____ The Jaycee Pavilion holds approximately 50-75 people

Total Rental Fee: _____

RENTAL FEES

(Effective July 1, 2023)

Amount of Time	Rental Fee
Single Time Period	\$100.00
Double Time Period	\$125.00
All Day	\$150.00
Cleaning Deposit	\$50.00

Cancelations must be made no less than thirty (30) days before the date reserved or the rental fee is forfeited. The rental fee will not be refunded because of bad weather.

I HAVE READ AND UNDERSTAND THIS AGREEMENT AND I ACCEPT AND AGREE TO ALL OF ITS TERMS AND CONDITIONS. I ENTER INTO THIS AGREEMENT VOLUNTARILY WITH FULL KNOWLEDGE OF ITS EFFECT.

LESSEE SIGNATURE: _____ DATE: _____

CITY REPRESENTATIVE SIGNATURE: _____ DATE: _____

MAKE CHECKS OUT TO "CITY OF CORUNNA" AND SEND WITH CONTRACT TO:
CORUNNA CITY HALL
JAYCEE PAVILION RENTAL
402 N. SHIAWASSEE ST.
CORUNNA, MI 48817
989-743-3650 ext. 1

OFFICE USE ONLY: _____

TOTAL RENTAL FEE: _____ DATE RENTAL FEE PAID: _____ C/CK/CC: _____ REC #: _____

CLEANING DEPOSIT AMOUNT: _____ DATE CLEANING DEPOSIT PAID: _____ C/CK/CC: _____ REC #: _____

DATE ADDED TO CALENDAR: _____ INITIALS: _____ DATE DEPOSIT RETURNED: _____

RENTAL POLICY

- ❖ The rental fee, cleaning deposit and signed contract must be returned before the rental date is confirmed and added to the city's calendar. Please make checks payable to "City of Corunna".
- ❖ The \$50 cleaning deposit will be deposited by the city. The deposit will be returned by city check to the lessee at the address listed on the contract after the pavilion has been verified as cleaned. The return of the cleaning deposit could take up to two weeks. If the cleaning deposit is made by credit card, there will be a processing fee charged. The processing fee will not be refunded.
- ❖ Clean up includes removing all decorations from the pavilion, wiping up spills and depositing all garbage in the dumpster in the parking lot of the McCurdy Event Center. If the pavilion is not cleaned up, the cleaning deposit will not be returned.
- ❖ The Jaycee Pavilion is rented on an "as is" basis. Every attempt will be made to have the area cleaned and the restroom stocked, but the area is open to the public so this cannot be guaranteed.
- ❖ The name of the Lessee (or organization) will be posted on the pavilion along with the time of the rental.
- ❖ Persons in your party are expected to arrive and leave the pavilion at the times noted on this contract and posted on the pavilion. You may set up for your event or stay after your rental time ONLY if there is no one renting the pavilion during those times.
- ❖ The city will try to accommodate changing the rental to an alternate date or another pavilion if the rented pavilion is known to be flooded. To reschedule after flooding, the renter must call Corunna City Hall at 989-743-3650 ext. 1 on the next business day after the rental date to arrange a new rental date. If the renter uses another unrented pavilion instead of the flooded pavilion on their rental day, that will count as a rental.
- ❖ You may bring folding tables, chairs, canopies, and BBQ grills to use. Please do not use BBQ grills inside of the pavilion.
- ❖ Parking on the grass is not allowed. Please park in the areas marked by "Park Parking" signs.
- ❖ Dogs must be on a leash at all times in McCurdy Park. The pavilion Lessee is responsible for cleaning up after the dog, including feces.
- ❖ Music is allowed, however loud music is prohibited.
- ❖ ALCOHOL AND ILLEGAL DRUGS ARE NOT ALLOWED IN MCCURDY PARK. Should they be found, criminal action will be taken.

PLEASE TAKE THIS CONTRACT WITH YOU THE DAY OF THE RENTAL. This is your proof you have rented the pavilion on that date and time. If there is a dispute, the party who has rented the pavilion for the time and date shown on the contract has the rights to the pavilion during the time stated on the contract. If this does not settle the issue, please call Shiawassee County Dispatch at 989-743-9111 and ask for a Corunna officer to come to the Jaycee Pavilion in McCurdy Park.