

Rental Agreement for Unity of Whidbey

Facilities location: 5671 Crawford Road, Langley, WA 98260 Tel.(360) 321-5030

The organization name (rental party): _____

Responsible Person (print) _____ Title _____

Contact () _____ Cell phone () _____

Street Address _____

City _____ State _____ Zip _____

Date(s) and Time(s) of Occupancy: _____

Title of this meeting or event _____

Unity's Harris Hall has approximately 1250 sq ft with seating for 65–70 people (seating at tables is approx 40). Kitchen, audio/visual equipment (projector and screen), and assist with set-up and take-down are additional costs and are available only to the party engaged in renting Harris Hall.

Full kitchen available (refrigerator, microwave, dishwasher, electric range / oven, 30+ cup coffee / tea maker(s) and meal service for 30 included (dishes, cups, bowls, salad plates, service ware and meal prep cooking utensils).

This Rental Agreement is entered into by the named “rental party” (above) and Unity of Whidbey (Unity) a Washington State 501(c)3 Corporation. The rental party agrees to a \$75.00 damage and clean-up / trash removal deposit with Unity as guarantee against potential or real harm to Harris Hall, including removal of all trash following specified time(s) and date(s) this rental agreement is in effect. Liability exists for rental damages exceeding the cost of the damage deposit.

Harris Hall Rental: Daily \$ _____ Hourly \$ _____ Kitchen \$ _____

Audio/Visual \$ _____ Assist with Set-Up/Take-Down \$ _____ Deposit \$ _____

Total Authorized \$ _____

Authorizing Client Signature

Authorized Unity Manager

Today's Date

Note: Total authorized sum of this agreement is due and payable at effective date, or time specified here-in _____