

# BUSINESS RENTAL APPLICATION

MARION GERRISH COMMUNITY CENTER (MGCC)

39 W. BROADWAY, DERRY, NH 03038

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[WWW.MGCCDERRYNH.ORG](http://WWW.MGCCDERRYNH.ORG)

## January – December 2023

Please carefully read all enclosed information - Business Rental Rules (separate sheet) has been attached to this application.

Who is the rental for (name we will list on reader board)? \_\_\_\_\_

Reason for Rental (business meeting, staff gathering, etc.): \_\_\_\_\_

How many attending? \_\_\_\_\_ How did you learn about our rooms? \_\_\_\_\_

### **Pricing & Information:**

- Regular hours are Monday – Friday, 8:00 a.m. to 9:45 p.m. and Saturday 8:00 a.m. to 4:45 p.m.
- All rooms are \$15 per hour.
- Rental time **INCLUDES** the set up and clean up time (**estimate at least 30 minutes** to clean room).
- Prices double for use outside of the regular operating hours listed above.
- **Room rental fee must be paid two weeks prior to event.**
- I have read, understand & agree to the Business Rental Rules (separate sheet). \_\_\_\_\_ Initial
- We do not allow ANY tobacco products NOR alcohol on our premises. \_\_\_\_\_ Initial
- Rented room must be returned to original state & **cleaned** at the end of rental. \_\_\_\_\_ Initial
- The use of open flame is prohibited in our building. \_\_\_\_\_ Initial
- By signing you agree, on behalf of everyone at your rental, to hold the MCGG harmless. \_\_\_\_\_ Initial
- By signing you agree to inform everyone at your rental of our rules. \_\_\_\_\_ Initial
- The Center may cancel your reservation, without notice, due to weather, COVID19 or other \_\_\_\_\_ Initial  
*(We will contact you via the provided info and announce on WMUR, News 9, if the Center is closed.)*  
*(We will reimburse your rental fee or reschedule your rental in the event of OUR cancellation.)*
- If you, or anyone at your rental, violates our rules and are evicted from the building, the rental fee will not be refunded. \_\_\_\_\_ Initial

Room No: \_\_\_\_\_ Date: \_\_\_\_\_ Times: \_\_\_\_\_

Room Rental Fee: \$ \_\_\_\_\_ Additional hours fee: \$ \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Phone number(s): \_\_\_\_\_ E-Mail: \_\_\_\_\_

I (we) have read and understand the MGCC rules (separate sheet) and agree to abide by them. In addition, by signing I (we) agree, on behalf of everyone at my rental to hold the MGCC harmless.

Signature of contact person \_\_\_\_\_

Received Total Rental Fee of \$ \_\_\_\_\_ on \_\_\_\_\_ by \_\_\_\_\_