

QUESTIONS:
call 316-799-2445
or email to:
cityclerk@whitewaterks.gov



SUBMIT FORM TO:
the City Office
or email to:
cityclerk@whitewaterks.gov

SCOUT HOUSE RENTAL AGREEMENT FORM

CONTACT INFORMATION

Name of Renter/Organization: _____

Contact Person(s): _____

Phone Number: _____ Email Address: _____

Mailing Address: _____ (for reimbursement)

RENTAL DETAILS

Date(s) of Rental: _____ Start Time: _____ End Time: _____

Purpose of Rental/Event Description: _____ Expected Attendance: _____

RENTAL FEES

Rental Rate: \$25

Deposit Amount: \$25 (refundable if no damages)

Total Amount Due: \$50

Payment Method: ☐ Cash ☐ Check ☐ Credit Card ☐ Other: _____

FACILITY USE TERMS

Please read and initial each item:

_____ I will return the key to the city office located @ 201 S. Elm.

_____ I agree to leave the facility clean and in good condition.

_____ I understand I am responsible for any damages.

_____ I will ensure all activities comply with local laws and Scout House rules.

_____ I will not exceed the maximum occupancy limit.

_____ I will not use open flames or hazardous materials.

LIABILITY

The Scout House and its representatives are not liable for injuries or lost/stolen items.

SIGNATURES

By signing below, I agree to the terms and conditions of this rental agreement.

Renter's Signature: _____ Date: _____

Scout House Representative: _____ Date: _____

No Damages, Cleaned Up, Key returned: ☐ issue Reimbursement _____