



RENTAL CONTRACT AGREEMENT

Lessee(s):

Address:

City/State/Zip:

Phone #: (C)

Email:

Date(s) of Event:

Type of Event:

Attendance # _____ Photo ID Copy: () YES () NO

This agreement shall bind all parties and their respective heirs, executors, successors, administrators, and assigns.

This contract must be signed in duplicate and returned to Lessor within Thirty (30) days, or it may be considered null and void.

Town of Fulton employees must have access to the building any time it is deemed necessary.

Should you have any complaints or issues, please call Town Hall at 361-729-5533.

**YOU ARE RESPONSIBLE FOR ANY DAMAGES THAT OCCUR DURING YOUR RENTAL.
ANY AMOUNT THAT EXCEEDS YOUR DEPOSIT WILL BE YOUR RESPONSIBILITY.
FAILURE TO PAY WILL RESULT IN SENDING IT TO OUR LEGAL DEPT.**

**FAILURE TO SECURE FACILITY WILL RESULT IN A TOTAL LOSS OF YOUR ENTIRE
SECURITY DEPOSIT.**

**NO ALCOHOL MAY BE SERVED TO ANY MINOR UNDER ANY CIRCUMSTANCES.
NO ALCHOCOL TO BE SERVED IF NO SECURITY IS PRESENT AT EVENT. ABSOLUTLY
NO USE OF ILLEGAL SUBSTANCES AND/OR ABUSE OF ALCOHOL ALLOWED.**

Initial: _____



Rental Hours:

Sun-Thurs 9am -11pm Fri/Sat 10am -12midnight

I understand that use of the building during hours not listed on my contract is cause for forfeiture of my Security Deposit.

Security Deposit is non-refundable if you cancel this contract.

Key Control:

I understand that I will be assigned only one (1) key for the building.

I understand that I cannot pick up the key until the day before or the day of my event unless arrangements have been made with Coordinator.

I understand that the key must be returned in the black drop box at the front of the Coordinator's office at the end of my event.

I understand that failure to return the key or lost keys will result in forfeiture of my Security Deposit.

I understand that I must be present to allow vendors access to the building. It is not the responsibility of the Coordinator to be present to allow them entry.

Alcoholic Beverages & Security:

I understand that I am responsible for following the Reservation Policy rules for Security should alcohol be present or consumed at this event.

I understand that I am responsible for checking with Texas Alcoholic Beverage Commission for any Permit(s) required for my event and I agree to adhere to all TABC rules and regulations and requirements for my event.

Fire Code:

I understand that smoking is not allowed inside the Facility. It is ONLY allowed on any of the outside patio areas.

I understand that all entry doors must remain unlocked during the entirety of my event.

I understand that there is no open flame cooking allowed inside the building or on any of the covered outside patio areas. Any type of open-flame cooking device or equipment must be placed 12 feet away from the building.

Decorating:

I understand that there is NO pinning, tacking, pushpins, tape, nails, screws, thumbtacks, brads, staples, poster compound, or any other items of sorts allowed on the walls or windows .

Décor may only be tacked/hung from the designated runner MID WALL.

I understand that the use of these or any other items will result in the forfeiture of my Security Deposit.

I understand that helium balloons must always remain secured. Any balloons left floating or entangled in ceiling will incur a \$10 fee for each balloon. Should damages be sustained, repair cost will be taken from Security Deposit.

I understand that **LIVE CANDLES ARE NOT ALLOWED.** Only L.E.D. or battery-operated candles.

I understand that rice, birdseed, and or bubbles may only be used outside the building and must be cleaned prior to the end of my event.

Clean up:

I understand that set-up, breakdown and clean-up of all decorations and personal belongings are the sole responsibility of the Lessee.

I am responsible for informing my vendors of each policy requirements.

I understand that all cleaning and exit requirements must be completed, and no damages sustained, in order that I may receive a full refund of my Security Deposit.

Building Security:

I understand that failure to lock and secure all the doors will result in a full loss of the Security Deposit.

I understand that it is my responsibility to check and make sure all vendors have removed belongings and have turned off all equipment used.

- *NO HAY
- *NO CONFETTI
- *NO STRAW
- *NO FOG MACHINE
- *NO LIVE CANDLE
- *NO SPARKLERS

NO PETS ALLOWED

I have received and reviewed the complete Reservation Policy for the Fulton Convention Center and agree to the terms as stated.

Initial: _____



MAIN HALL (FCC):

- () Private: _____
- () Non-Profit: _____
- () Veteran/Military: _____
- () First Responder: _____

BREAKAWAY ROOM(S):

- () Room #1: _____
- () Room #2: _____
- () Room #1 & #2: _____

PARK USE:

- () Park p/day: _____

of Extra Hours @ \$100 p/HR: _____

Cleaning Fee \$350.00: **\$350.00**

Refundable Security Deposit: **\$500.00**

Total Amount: _____

Signature of Lessee: _____ Date: _____

Coordinator: _____ Date: _____

Mayor: _____ Date: _____

FULTON Convention CENTER

WEDDINGS & EVENTS

Rental Amount: \$ _____	
Security Deposit: <u>\$500.00</u>	Rental Amt. Paid: _____ Rental Amt. Paid: _____
Date paid: _____	Check#: _____ Check#: _____
Check #: _____	M/O #: _____ M/O #: _____
M/O # _____	Receipt#: _____ Receipt#: _____
Receipt#: _____	Date Paid: _____ Date Paid: _____
	Balance Due: _____ Balance Due: _____

****Remaining Balance of Contract is to be completely paid Thirty (30) Days prior to your scheduled event.
Failure to do so will result in Cancellation of your event .**

Lessee agrees to INDEMNIFY and hold Lessor and/or property owner harmless for any and all claims including those of third parties, arising out of or in any way related to Lessee use of the property or the items of personal property. Lessee assumes all risk of injury or other losses relating to any recreational activities and will hold Fulton Convention Center and its agents harmless with respect thereto.

This agreement shall be construed and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder and performable in Aransas County, Texas and venues of all litigation shall be in Aransas County, Texas.

By signing this contract, I agree that I will abide by the Rules and Regulations for the Fulton Convention Center as stated in the Reservation Policy. Should I cancel this contract, I will be held accountable according to the cancellation policy set forth in the Reservation Policy. Failure to pay rental fee by due date above could void this contract. I acknowledge by my signature that this contract is legal and binding.

Signature of Lessee: _____ Coordinator Signature: _____
 Date: _____ Date: _____

Mayor Signature: _____ Date: _____

402 North Fulton Beach Road, P.O.Box 1130- Fulton, Texas 78358 - (361) 729.2388 ph.

