

New Baltimore Lions Club Mobile Stage Rental Contract



Reservation & Deposit

To secure your stage reservation, a **\$200.00 deposit** is required. Go to our website (www.newbaltimorelions.com/mobile-stage-rental) to pay your deposit and then email or mail this completed form to the email address or our address below along with:

- A copy of your **event map** showing stage placement.
- A copy of your **liability insurance certificate**, listing the *New Baltimore Lions Club* as **additional insured**.
- A copy of your **IRS nonprofit determination letter** (if applicable).

Stage rental fees are published on our website and are determined by event location and nonprofit status. Go to www.newbaltimorelions.com/mobile-stage-rental to view applicable fees.

Note:

1. Additional **towing charges** of **\$200 each way** apply for events **outside New Baltimore city limits**. Currently, there are **no towing charges** within city limits; however, if the City Council establishes towing fees in the future, those costs will be the renter's responsibility.
2. Full payment is **needed two (2) weeks before your event**.
3. If you must cancel your event, please provide **at least two (2) weeks' notice**. Cancellations with less than two weeks' notice will result in forfeiture of the deposit.

Renter Information

Organization Name: _____

Contact Person: _____

Address: _____

Phone: _____

Email: _____

Event Date(s): _____

Event Type: _____

Event Location: _____

Stage Setup Date/Time: _____

Event End Date/Time: _____

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Terms & Conditions

By signing this agreement, the undersigned ("Renter") acknowledges and agrees to the following conditions:

1. Stage Use & Care

- No **duct tape**, adhesives, or fasteners may be applied to any part of the stage or trailer.
- The Renter is **responsible for all damages** to the stage or its equipment during the rental period.
- If damages occur, the deposit will be **retained** and additional charges may apply.
- A **\$50.00 cleaning fee** will be retained if debris or trash is left on or around the stage.

2. Insurance

- The Renter must provide **proof of liability insurance** listing the *New Baltimore Lions Club* as **additional insured**.
- Insurance documentation must be submitted **with the deposit**.

3. Indemnification

- The Renter agrees to **indemnify, defend, and hold harmless** the New Baltimore Lions Club, its officers, members, and agents from and against any and all claims, damages, losses, or expenses (including attorney's fees) arising from:
 - Bodily injury or death,
 - Damage to or loss of property,
 - Loss of revenue,
 - Or any other liability resulting from or connected to the use of the stage.

4. Legal Capacity

- The Renter certifies that they are of legal age and capacity to enter into this contract AND are the authorized representative of the organization listed above.

Acknowledgment & Signature

I hereby make this application for the use of the New Baltimore Lions Club Mobile Stage on the dates and times listed above. I certify that the information provided is true and that I have read and agree to the terms and conditions of this contract.

Signature: _____

Printed Name: _____

Title (if applicable): _____

Date: _____

For Office Use Only

- Deposit Received: \$ _____ Date: _____
- Full Payment Received: \$ _____ Date: _____
- Insurance Verified: ☐ Yes ☐ No
- Nonprofit Documentation Received: ☐ Yes ☐ No
- Stage Location Map Received: ☐ Yes ☐ No