

## Spotsylvania Sunday School Union (SSSU) Park Site Rental Agreement Contract

This rental agreement/contract is made on the \_\_\_\_\_ day of \_\_\_\_\_

This rental agreement/contract is between \_\_\_\_\_ and

the Spotsylvania Sunday School Union (SSSU) for the rental of the SSSU Park Site (Park Site) located in Spotsylvania, Virginia for the following date,

\_\_\_\_\_, and time: \_\_\_\_\_ am/pm (to) \_\_\_\_\_ am/pm (No later than 9PM)

### **GENERAL POLICY:**

The cost to rent the Park Site is \$175.00 that includes a refundable clean-up deposit of \$50.00, providing rental agreement requirements are met. A check or money order in the amount of \$175.00 is required with the signed agreement. **NO CASH WILL BE ACCEPTED**. The \$50.00 cleanup deposit is refunded **if** the Park Site is properly cleaned of all trash, returned to the same rentable condition prior to the event, all equipment and property are accounted for and left undamaged. **(If you would like to donate your cleaning deposit to the SSSU, please check and sign the box below.)** If your cleaning deposit is donated to the SSSU, you are still contractually obligated to fulfill all requirements and other responsibilities as outlined in your rental agreement. Reservation requests will be scheduled on a first come, first served basis and must be **“confirmed”** by the SSSU (receipt of completed contract and payment) in order to solidify that date. **\*Please note that it may take 7-10 days to process and officially confirm your reservation request.**

### **CONTRACT:**

I, \_\_\_\_\_, the undersigned donate my cleaning deposit of \$50.00, to the Spotsylvania Sunday School Union understanding that my donation does not exclude me from my rental responsibilities, obligations, and requirements. **(This is voluntary and tax deductible. The Spotsylvania Sunday School Union is nonprofit 501 ( c ) 3 organization.)**

**The Spotsylvania Sunday School Union requires all individuals using the Park Site to adhere to the following rules and regulations.**

- **Renters acknowledge that they are responsible for obtaining and maintaining liability insurance for their event.**
- **No alcoholic beverages, illegal drugs, or illegal substances** are allowed on the Park Site premise, violation of this rule prevents future rentals.
- **NO DOGS ALLOWED** on the Park Site premises (with the exception of documented service dogs).
- No profanity, gambling, or fighting is permitted on the Park Site grounds and building.
- No destruction or damage to any SSSU property or adjacent property is permitted.
- No open fires are permitted except when using the grills. Grill use must be accompanied by a responsible trained and full-time adult observer with knowledge of fire safety.
- No trash will be left on SSSU premises (grounds and building)
- Users must adhere to all federal, state and county laws and regulations, including noise regulations to prevent becoming a public nuisance to neighbors who live adjacent to (or near) the SSSU Park Site.
- Users must obey the entrance/exit traffic signs, and require their guests to obey the rules of entering/exiting the Park Site for safety purposes.
- No one under 18 years of age may reserve the Park Site.
- Please adhere to the capacity limitations defined for the facility
- Renters must provide check-in and checkout time as outlined above and adhere to closing guidelines
- Park Site reservations are not transferable.
- **NO FUNDRAISING ALLOWED**

**CANCELLATION POLICY:**

It is recommended that all renters protect themselves from deposit losses due to “last minute cancellations” or “no shows” by reviewing their reservation 30 days out. Full cancellations are honored if the SSSU is notified 30 days in advance, due to inclement weather that render you unable to use the facilities (hurricane, tornado, severe thunderstorms, hailstorms, and snow), or bona fide family illness/emergency as identified by the SSSU Board of Trustees.

**PARK FACILITY DAMAGED, LOST OR STOLEN PROPERTY POLICY**

The SSSU staff may charge renter(s) additional fees for property and other damages when it is necessary to clean-up or repair any damage beyond ordinary cleaning, or wear and tear as a result of the renter, organization, or his/her rental party. Fees are also assessed for lost/stolen/broken/damaged items at a reasonable cost for any such damage. Charges will be assigned to the individual whose signature appears on the rental application and agreement contract.

**All checks or money orders should be made payable to: Spotsylvania Sunday School Union. Mail all payments (checks or money orders) along with a signed contract agreement as soon as possible to secure your desired date at least 2 weeks before the date of your event, unless formally preapproved by the officially designated SSSU Park Site Rental Point of Contact. Submit your fees and application to:**

Spotsylvania Sunday School Union (SSSU)  
ATTN: Mrs. Deborah Tibbs, Treasurer  
P.O. Box 78  
Thornburg, VA 22565

(A \$100.00 fee will be charged for any returned check, plus the amount of the rental. All fees are to be paid by money order. **Do not submit cash.**)

By signing this contract, the renter fully acknowledges their responsibility to honor and adhere to the conditions of this agreement.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

**NOTE:** To reserve a date at the SSSU Park Site, please contact Thomas Roberson (540)287-5734 or Deborah Tibbs (540)809-8494

(Revised 3/09/2022)