

**FROSTPROOF CHAMBER OF COMMERCE – 863-635-9112**

**11 East Wall Street, Frostproof, FL 33843**

**Emergency Contact- Emily Bennett 863-241-8796**

**Depot Address: 118 E Wall Street, Frostproof, FL 33843**

**DEPOT RENTAL AGREEMENT**

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

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

City/State/Zip: \_\_\_\_\_

Requested Rental Date: \_\_\_\_\_

Purpose: \_\_\_\_\_

Number of Guests: \_\_\_\_\_

Application Date: \_\_\_\_\_

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

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

Email \_\_\_\_\_

Day of Week: Sat Sun Mon Tue Wed Thu Fri

Start Time: \_\_\_\_\_

End Time: \_\_\_\_\_

As a renter of the facility, I understand that I am responsible to assure that the attached rules and policies are adhered to. I understand that I am also responsible to assure that the facility and fixtures are properly cared for during the rental period and that the facility and grounds are clean at the end of the event. My signature indicates that I have received and understand the rules and policies for the rental and that I am in agreement with them.

A security deposit is required to hold the building for the desired date, which is \$100. A Check is preferred for this. The rental fee is due 10 days prior to the event. The security deposit will be refunded after the building is checked, and an inventory is taken. The security deposit check will be returned to you to void and dispose of, once the keys are returned.

Signature/Photo ID required \_\_\_\_\_ Date \_\_\_\_\_

DEPOSIT RECEIVED: \_\_\_\_\_ Date \_\_\_\_\_

RENTAL FEE RECEIVED: \_\_\_\_\_ Date \_\_\_\_\_

DEPOSIT REFUNDED: \_\_\_\_\_ Date \_\_\_\_\_

Witness \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ (Ck #) or (Cash)

\_\_\_\_\_ (Ck#) or (Cash)

**.....**  
**RULES AND POLICIES**

**(By Signing Above you have acknowledged that you have read and agreed to the below terms.)**

1. This is a **NO SMOKING** facility. **NO CANDLES OR OPEN FLAMES** are allowed.
2. No alcohol can be served or consumed at this facility.
3. All trash should be bagged (bags provided), placed in the blue trash carts on the north side of the building and rolled to curbside for pickup by trash truck.
4. Bathroom/kitchen/banquet areas should be cleaned and swept. Tables should be wiped down. Building should be swept and, if necessary, spills mopped.
5. Trash should be picked up from the grounds on the outside of the building, bagged and placed in blue trash carts.
6. All inventory (tables/chairs/piano/stove/refrigerator) should be accounted for.
7. Do not use nails, paints, or any adhesive substances that cause permanent damage to the walls, ceilings, and/or floors when decorating.
8. No event may be scheduled earlier than 8:00 AM nor end later than 10:00 PM.
9. **NO AIR CONDITIONING IS AVAILABLE AT THIS TIME.**
10. All City, County, State and Federal ordinances or laws apply
- 11.

**FEES**

Day (4 hours). Out of building by 4:00 pm \$125.00  
Evening (after 4:00 pm) \$175.00  
All Day Event \$275.00

Security Deposit: \$100.00

**CANCELLATION NOTICE:** Full Refund of paid rental fee and security deposit if cancelled 14 days prior to reservation. After 14 days, the rental fee is forfeited. The security deposit will be refunded.