

CITY OF RANGER
COMMUNITY CLUB HOUSE

The rental of the Community Club House has the following stipulations:

1. It was clean at the time of rental, clean bathrooms, lobby, hallway, large meeting room, front and back yards.
2. The City of Ranger furnishes the following items: stove, refrigerator, tables, chairs, and the heating/cooling system.
3. You will need to bring the following items: tablecloths, dish towels, hot pad for table, matches, toilet paper, paper towels, trash bags, pots, pans, bowls, coffee maker, glasses, cups, dishes, silverware, cleaning supplies, napkins, broom, mops, vacuum cleaner, and other items not on the list for your event.
4. The rental fee is \$50.00 for all day or \$25.00 for four hours.

A security fee of \$85.00 must be paid in addition to the rental but will be reimbursed after the return of the key and inspection by the city staff of the facility. Staff will check for cleanliness and damage to the property. To receive the security fee back, you MUST clean the following items: sweep, mop all floors, vacuum lobby rug, clean men and ladies bathrooms, kitchen, large meeting room, hallway, front and back yards. Gather all trash from all areas and carry out trash in plastic bags to outside trash receptacle, close all doors, close and lock the back door, adjust the air conditioner/heating system to a setting suitable for non-occupancy, close and lock the front door.

I, _____, will be responsible for the City of Ranger Community Club House for the _____ to be held on _____. I will pay the security deposit and the rental service charge when I pick up the key. I will return the key on _____.

DATE: _____

(signature)

You will receive the balance of your security deposit back via USPS mail once City of Ranger staff has completed inspection of the facility and deducted for any damages or cleaning fees. Please include your mailing address below:

NAME: _____

ADDRESS: _____

CITY: _____

ZIP CODE: _____ PHONE: _____

Thank you, the city of Ranger, Texas, 400 W main Street, 76470, (254) 647-3522