



Smithtown Church Rental Agreement
Clinton County Conservation Board
P.O. Box 68
Grand Mound, Iowa 52751
Phone: 563-847-7202
Fax: 563-847-7204
conservation@clintoncounty-ia.gov

Rates

\$100/day

Damage and cleanup deposit \$100 (see below).

Hours

Facilities are available between the hours of 9:00 a.m. and 9:00 p.m. *All visitors and guests must leave the church grounds by 10:00 pm.*

Responsible Party

You must be at least 18 years of age to rent Smithtown Church.

Alcohol

Use of alcohol is prohibited.

Decorations

Free standing or table decorations are recommended. No tape, screws, nails or thumb tacks. No birdseed or glitter. Birdseed may be used outside the church only. Any items to be put in the church must be approved by the staff.

Proof of Insurance

Renter may be required to obtain a minimum \$1,000,000 general liability insurance policy and name Clinton County and the Clinton County Conservation Board as a certificate holder. This certificate must be presented to CCCB staff upon request.

Damage and Cleanup Deposit

You are required to clean the facility after use. Rental requires a deposit in the amount of \$100. Deposits will be refunded in whole if there is no damage to the facilities and the church is cleaned to the condition in which it was prior to your event. The deposit is not to be construed as a limit of liability for cleanup costs or damage to county property. The Clinton County Conservation Board may take any legal action necessary to recover additional damages.

Cleaning fees will be assessed according to the following:

- 1. Cleanup takes up to ½ hour – deduct 50% of deposit
- 2. Cleanup takes ½ to 1 hour – forfeit 100% of deposit
- 3. Additional fees may be assessed if cleanup requires more than 1 hour.
- 4. Missing or broken items and damage to exhibits and displays will be assessed according to replacement costs.

Cancellations and Refund policy

Please consider this policy prior to making a reservation.

SHOULD YOU CHOOSE TO CANCEL A RESERVATION, YOU WILL FORFEIT 100% OF ALL RESERVATION FEES PAID.

Please understand that at the time of booking your reservation you immediately prohibit other people from reserving and utilizing the facility-- they therefore go elsewhere to locate a facility for that date. We will observe a **NON-REFUNDABLE** reservation fee policy with the following exceptions:

- Accidents, serious injury or death of an immediate family member.
- Travel conditions where a substantial risk is required in order to travel such as a winter storm where a travel advisory has been issued.
- The facility is not in operable condition for the date of your event.

All cancellations or requests for refunds must be done by calling the Clinton County Conservation Board at 563-847-7202.

I have read and understand the conditions for rental of Smithtown Church.

Rental Date _____ Rental Time _____ (____ hrs)
from to

Renter Signature

Date

Conservation Board Staff

Date

Rental fee of \$ _____ and \$100 security deposit received on _____ by _____.
--