



## RENTAL AGREEMENT

This agreement entered into on \_\_\_\_\_, between TALLAHASSEE LITTLE THEATRE, INC. (hereinafter called "Owner") and \_\_\_\_\_ (hereinafter called "Tenant"), shall constitute a Rental Agreement for the express purpose of renting property belonging to Owner located at 1861 Thomasville Road, Tallahassee, Florida (hereinafter "the Rental Property"), and is based on the following consideration:

- I. **TENANT AGREES: to pay the owner a fee of \$500 per day (\$250 for non-profits) for use of theatre stage. A deposit of half of the rental is due upon signing of agreement. The remaining is due two weeks prior to the event. Date(s) tenant would like to reserve: \_\_\_\_\_**  
\_\_\_\_\_

Amount Due: \$ \_\_\_\_\_

2. To take good care of the Rental Property, including but not limited to the structures, furnishings and equipment. **A security deposit of 10% of rental is also due upon signing of agreement. An additional cleaning fee may be assessed if the property is not left in good condition.**

Amount \$ \_\_\_\_\_

3. To be liable to Owner for any loss or damage to the Rental Property, including but not limited to the payment of any costs incurred by Owner as a result of damage to the structures, furnishings, and equipment caused by Tenant's use of the Rental Property.
4. To release and hold harmless the Owner from liability for any damages caused by Tenant or Tenant's invitees to the Rental Property or to any person(s) on the Rental Property during Tenant's use of the Rental Property.
5. To furnish proof of Liability Insurance seven days prior to first day of rental.

Insurance Certificate received on \_\_\_\_\_

### II. OWNER AGREES:

1. To permit Tenant to utilize the Rental Property for dates listed above in this agreement. (Any extra use must be pre-approved by the Executive Director of the Tallahassee Little Theatre prior to any such use.)
2. To pay all utilities (electricity, sewer, and water) and maintain such utilities and the Rental Property in good working order during the period of rental so that the Rental Property is able to be utilized by Tenant for the purpose stated in this Rental Agreement.

**III. MISCELLANEOUS:**

1. The Owner and Tenant agree that if legal action is taken by the Owner to enforce this Rental Agreement, the Tenant will be responsible for all Owner's costs in connection with such action, including reasonable attorney's fees, if Owner prevails.
2. The Owner and Tenant agree that the undersigned for each have authority to execute this Rental Agreement on behalf of each respective party.
3. Additional Fees; general lighting, a staff member to open and close the facility, and parking on property are included in the rental agreement.

Additional Fees:

Coffee House	\$ _____	(\$250 per day)
Magnolia Room	\$ _____	(\$250 per day)
Kitchen	\$ _____	(\$50 per day)
Back Deck	\$ _____	(\$50 per day)
Sound Engineer	\$ _____	(\$25 per hour)
Lighting Engineer	\$ _____	(\$25 per hour)
Spotlight Operator	\$ _____	(\$25 per hour)
Other	\$ _____	

Additional Fees \$ \_\_\_\_\_

Total due: \$ \_\_\_\_\_

Balance due: \$ \_\_\_\_\_

Entered into and Agreed on this \_\_\_\_\_ day of \_\_\_\_\_.

TALLAHASSEE LITTLE THEATRE, INC.

\_\_\_\_\_  
Theresa Davis, Executive Director

\_\_\_\_\_  
Tenant Name and Organization

\_\_\_\_\_  
Signature

*Thank You – We look forward to working with you!*