



# Buckley Multi-Purpose Center

Please mail form to : Ellen Boyd  
 PO Box 1960  
 Buckley, WA, 98321  
 Phone: 360-829-0190  
 Fax: 360-829-9363

The Buckley Multi-Purpose Center is owned and managed by the City of Buckley. To apply to rent the center, please fill in the shaded section below, review the terms and conditions, and sign this agreement.

Name: _____	Event: _____
Address: _____	Event Date: _____
Day Phone: _____	Hours: _____ to _____
Email: _____	Organizations: _____

### CHECKLIST

Proof of Liability	Fee Waiver	Key Returned

### MAKE CHECKS PAYABLE TO CITY OF BUCKLEY

	Cost	Date Paid
Daily Rental Rate (8hrs)	\$240 resident/\$280 non-resident	
Hourly Rate (2 hour minimum)	\$30 resident/35 non-resident	
Commercial Kitchen (Mon-Fri) Hourly	\$10 resident/\$25 non-resident	
Cleaning Fee (non-refundable)	\$25.00	
Damage Deposit (refundable)	\$200 MPC/ \$50 Kitchen Only	
Total:		

By signing below, the renter agrees to hold the City of Buckley, its agents, employees and officials harmless from any and all causes of action, demands, and claims including the cost of their defense due to the renter's use of the premises or in any way resulting from the willful or negligent acts or omissions of the renter and his or her agents, employees or representatives. The renter agrees to pay all reasonable costs and attorney fees incurred to enforce this agreement, regardless of whether suit is instituted. The renter agrees to the following rules, terms, and conditions:

- Renter must provide all dishes, utensils, coffee pots, punch bowls, dish detergent, towels, etc.
- No smoking in the building. Smoking in the building shall result in a forfeiture of the deposit.
- No nails, tacks or tape may be used on walls, ceilings, woodwork or furniture.
- Decorations must be removed and garbage put in large main garbage can before the end of the rental period.
- The renter assumes responsibility for the security of the building until the key is returned to the Recreation Services Director.
- The renter must obtain a license from Washington State if alcohol is to be served or sold.
- Occupant load limits of 146 people shall be observed (77 in meeting room & 69 in dining room)
- Rent shall be charged until the key is returned to the Recreation Services Director unless arrangements are made in advance.
- The City of Buckley is not responsible for accidents, injury, or the loss of property.
- Rice or Bird Seed are not allowed in or out of the building.

### Authorized Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date