
Town of Andrews, NC
PO Box 1210
Andrews, NC 28901
(828) 321-5111



Community Center Rental Agreement

Effective June 7, 2018

Andrews Community Center will be rented on a daily basis in the amount of \$75.00 per day, (must be finished with facility no later than midnight) this rental fee does not include the use of the kitchen. If kitchen is available, I will be charged an additional \$25.00. Check, cash or debit is due at time of reservation. A deposit of \$20.00 (must be paid in cash or check) is due at time of payment to receive a key for the community center, the key deposit will be refunded upon keys returned to Town Hall.

IT IS MY RESPONSIBILITY TO HAVE FACILITY CLEAN AND READY FOR USE ON NEXT DAY OF BUSINESS. All doors MUST be secure, and thermostat MUST be reset to previous setting before locking up and leaving premise. If responsibility standards are not met, future use of the facility may be denied.

If my event is for a non-profit cause I will not be charged for the use of the facility but must have a nonprofit listed below. My non-profit will be responsible for all cleaning and damage to the facility.

I _____ agree that I am responsible for all cleaning of the facility and any damages that may occur.

Phone: _____

Address: _____

Non-Profit: _____

Rental Date: _____

Event Description: _____

Cash _____ **Check** _____ **Debit** _____