

# MARQUETTE COMMONS RENTAL AGREEMENT

**Marquette Commons**  
 112 South Third Street  
 Marquette, MI 49855



1. \_\_\_\_\_  
NAME
2. \_\_\_\_\_  
ADDRESS
3. \_\_\_\_\_  
CITY STATE ZIP
4. \_\_\_\_\_  
PHONE
5. \_\_\_\_\_  
EMAIL ADDRESS
6. DATE(S) REQUESTED: \_\_\_\_\_ 7. Event to be: Inside \_\_\_\_\_ or Outside \_\_\_\_\_
8. ACTIVITY: \_\_\_\_\_ ( PRIVATE\_\_\_ PUBLIC EVENT\_\_\_ )
9. TIME: FROM \_\_\_\_\_ TO \_\_\_\_\_ (Set-up and take-down times must be included in scheduled rental hours.)
10. ATTENDANCE EXPECTED: \_\_\_\_\_
11. ARE FEES COLLECTED FOR THE ACTIVITY? NO\_\_\_ YES\_\_\_
12. WILL ALCOHOL BE SERVED INSIDE AT THIS ACTIVITY? NO\_\_\_ YES\_\_\_  
 (If you answered yes to this question, an alcohol permit must be obtained from the DDA office. A \$25 permit fee is required.  
 Alcohol served outside requires an additional permit from the City of Marquette. Alcohol to be sold requires additional permit from State of Michigan.)

**RENTAL RATES**  
 Private Group Rental: \$75/hour  
 Non-Profit Organization Rental: \$35/hour  
 Plaza Use Fee \$100.  
 Structure on Plaza Fee \$150./day  
 Alcohol Permit \$25.  
 Security Deposit: \$250 (\*refundable)  
 Please makes checks payable to DDA

**INDEMNIFICATION**

Permittee hereby covenants and agrees to indemnify and save harmless the City of Marquette, its Marquette Downtown Development Authority, its departments, officers, employees and agents, from any and all claims and demands for all loss, injury, death, or damage, that any person or entity may have or make, in any manner, arising out of any occurrence related to:

- (1) This permit;
- (2) The activities authorized by this permit; and
- (3) The use or occupancy of the premises, which are the subject of this permit, as well as any other City-owned lands.

This indemnification and save harmless agreement shall extend to all loss, injury, death, or damage, proximately caused or arising out of negligence of the permittee, its departments, officers, employees, agents and guests.

We/I agree and have read the terms and conditions set forth in this contract.

\_\_\_\_\_  
 Name of authorized representative (renter): please print

\_\_\_\_\_  
 Signature of authorized representative Date  
 (Electronic submission of this form assumes adoption of this agreement by the authorized representative.)



Marquette Downtown Development Authority  
 337 W. Washington St.  
 Marquette, MI 49855  
 Phone: (906) 228-9475  
 Fax: (906) 228-6288  
 Email: Myra@downtownmarquette.org

**FOR OFFICE USE ONLY**

Rental Fee (plus additional fees, if applicable): \$ \_\_\_\_\_ Check # \_\_\_\_\_

Security Deposit \$250.00 Check # \_\_\_\_\_ return check \_\_\_\_\_ shred check \_\_\_\_\_

\*Deposit will be returned/destroyed after your event, provided terms and conditions have been followed.

Alcohol Permit Fee \$25.00 on File: YES \_\_\_ NO \_\_\_  
 Plaza Use Fee \$100. YES \_\_\_ NO \_\_\_  
 Structure on Plaza Fee \$150./Day YES \_\_\_ NO \_\_\_