

**HOUSING AUTHORITY OF THE
CITY OF CLAY CENTER, KANSAS**

COMMUNITY ROOM USE LEASE

1. **DESCRIPTION OF PARTIES AND PREMISES:** The Housing Authority of the City of Clay Center, Kansas (hereinafter called the "Authority") does hereby lease to _____ (hereinafter called "tenant") the community room located in the west wing of the first floor of Apollo Tower at 330 W. Court Street for the date of _____ for the hours of _____, under the term and conditions stated herein. The premises leased are for the exclusive use and occupancy of the lessee and the lessee's guests not to exceed 50.

2. **FACILITIES RENTAL PAYMENT:** The lessee agrees to pay the following amounts prior to the event date:

The rent for the above assigned facilities is \$ _____. Utilities are included in the rent.

3. **SECURITY DEPOSIT:** The lessee has deposited a \$ _____ security deposit to be used by the Authority at the end of this lease toward reimbursement of the cost of cleaning and repairing any damage beyond normal wear and tear to the facilities caused by the lessee, event participants, or guest and any rent or other charges owed by lessee. Any refund of security deposit due the tenant will be refunded without interest within thirty (30) days after the event.

4. **LESSEE'S RIGHT TO USE PREMISES:** Tenant is hereby granted the right to exclusive use and occupancy of the community room; such rights include:

A. Reasonable accommodation of the lessee's guests or visitors during the designated hours on the designated date. This shall include the community room, sinks, counter space, refrigerators, PA System, furniture, fixtures, bathrooms, and parking.

5. **HOUSING AUTHORITY'S RESPONSIBILITIES:** The authority warrants:

- A. To maintain the premises and the facilities in decent, safe and sanitary condition;
- B. To comply with requirements of applicable building codes, housing codes, and HUD regulations materially affecting health and safety.
- C. To make necessary repairs to the premises.
- D. To maintain in good and safe working order and condition electrical, plumbing, sanitary, heating, ventilating, and other facilities and appliances, including elevators, supplied or required to be supplied by the authority.
- E. To provide and maintain appropriate receptacles and facilities (except containers for the exclusive use of a lessee) for the deposit of ashes, garbage, rubbish and other waste

removed from the premises by the lessee.

- F. To supply running water and reasonable amounts of hot water and reasonable amounts of heat at appropriate times of the year.
- G. To mow and trim all lawns.

6. LESSEE'S OBLIGATIONS: Lessee hereby agree:

- A. To comply with all obligations imposed upon lessees by applicable provisions of building and housing code materially affecting health and safety.
- B. To keep the facilities in a clean and safe condition.
- C. To dispose of all ashes, garbage, rubbish, and other waste from the premises in a sanitary and safe manner.
- D. To use only in a reasonable manner all electrical, plumbing, sanitary, heating, ventilating, air conditioning and other facilities and appurtenances including elevators.
- E. To refrain from, and to cause participants and guests to refrain from destroying, defacing, damaging, or removing any part of the premises or project. This shall include tacks, tape, etc. on the walls, doors, light fixtures, and windows.
- F. To pay reasonable charges for the repair of damages to the premises, project building, facilities, or common areas caused by the lessee, participants, or guests.
- G. To behave and cause participants and guests to behave in a manner which will not disturb the residents' peaceful enjoyment of their accommodations and will be conducive to maintain the project in a decent, safe, and sanitary condition.
- H. To refrain from and cause participants and guests to refrain from illegal or other activity which impairs the physical or social environment of the project.
- I. To not bring or allow participants and guests to bring firearms, flammable materials, fireworks, explosives, and other hazardous materials onto the property.
- J. To not smoke or allow participants and guests to smoke in hallways, elevators, stairways, community areas, offices, directly in front of building entrances, or anywhere in the Housing Authority apartment buildings.
- K. To not bring pets or allow participants and guests to bring pets onto the property.
- L. To limit the number of participants and guests to no more than 50.

7. DISCLOSURE: The housing authority is the owner of the leased premises. The executive director whose name appears at the end of this lease is the manager and is authorized to act by and on the behalf of the authority. The office telephone number is 632-2100.

In witness whereof, the parties have executed this lease agreement this ____ day of _____.

Tenant: _____

Housing Authority of the City of Clay Center

Tenant: _____

By: _____
(Executive Director)